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JANUARY 4, 2022 - REGULAR MEETING

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

ROLL CALL: President Boyle recited roll call. Five Councilmembers were present: Ken Jones (2nd Ward), Daniel Perry (4th Ward), Zackery Perkins (At Large), Ben Gillig (At Large) and Jeff Rhoades (At Large); Dawn Iannantuono (3rd Ward) was absent. Also attending were Director of Law Director Brent Howard, City Administrator Dale Thornton, Director of Finance Kathy Kaufman and Police Chief David Pauly.

MEETING ANNOUNCEMENT: This is the notice, in compliance with Charter Section 3.09(B), to announce a meeting of Tiffin City Council on Tuesday, January 4, 2022 at 7:00 p.m. in Council Chambers at City Hall for the purposes set forth in the attached agenda.

President Boyle read Res. 22-1, introduced by Dan Perry and read for the first and only time required.

RESOLUTION APPOINTMENT ANN FORREST AS CLERK OF TIFFIN CITY COUNCIL FOR A TWO YEAR TERM BEGINNING JANUARY 1, 2022, AND ENDING DECEMBER 31, 2023.

Councilmember Perry moved for passage; Councilmember Perkins seconded.

Motion was approved on a voice vote of 5-0. Clerk of Council Forrest was then sworn in by Director of Law Brent Howard.

PETITIONS: None.

MINUTES: The December 20, 2021 Regular and Committee of the Whole minutes were approved as written.

COMMITTEE REPORTS:

Councilmember Perkins presented the Streets, Sidewalks and Sewers Committee report prepared by Steve Lepard, Chair: A Streets, Sidewalks and Sewers Committee meeting was held December 28, 2021 in the Mark Hayes Committee room. Attending were committee members Steven Lepard, Ken Jones and Zack Perkins, Mayor Montz, Director of Law Brent Howard and City Engineer Matt Watson. Lepard called the meeting to order at 2:00 P.M. and stated that the purpose of the meeting was to discuss the Mayor's Request for Legislation #21-52 RFQ's Regarding Combined Sewer Overflows. Engineer Watson informed the committee that the next phase of the long term control plan as required by the EPA is CSO 16 and includes the entire west end of the city. Watson stated that the entire CSO 16 area would not be cost feasible to replace at one time so CSO 16 will be subdivided. The two areas that construction will take place are CSO 16-3 and 16-6, 16-3 is the Cherry and Nelson Street area and 16-6 is the Tiffin Point area and west of Hopewell Ave. The request is that legislation be approved that the city will have the ability to request for design services for the two areas described. Engineer Watson reported that there will be many areas of the city with large sewer projects that will be ongoing at the same time along with normal sewer maintenance projects. A motion was introduced by committee member Perkins authorizing the Director of Law to prepare legislation to allow for the solicitation of RFQ's for consulting and engineering services and to contract with the successful person or firm thru the RFQ process. The motion was seconded by committee member Jones and passed 3-0. Mayor Montz asked the committee to consider expediting the process and suspending the three reading rule to not only increase efficiencies but also save local tax dollars. Mayor Montz and Engineer Watson informed the committee that ODOT urban paving dollars may become available very soon and if they do City Council may have to act swiftly to secure the grant. The grant would be for paving of state routes that are within the city; a very tight timeline will be in effect. With no further business the committee adjourned at 2:23 P.M. Respectfully submitted, Steven Lepard, Chairman

President Boyle presented the new Council committee and board and commission member assignments.

Councilmember Perkins asked to be able to take on the role of TSEP representative, and President Boyle moved the incoming First Ward councilmember to the ADA Advisory Committee.

President Boyle stated that no additional Committee of the Whole meeting would be scheduled.

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REPORTS OF THE OFFICERS:

MAYOR AARON D. MONTZ

In Mayor Montz's absence, President Boyle introduced Police Chief David Pauly, who handed out several departmental commendations for exceptional service in 2021. Chief Pauly noted that it was a good night for the Tiffin Police Department. He said that police officers assume risk every day for acts of service with no fanfare or recognition; they simply say they are doing their jobs. He said he was pleased to recognize the following brave officers and outstanding public servants: Ofc. Kyle Illig and Ofc. Elizabeth Miller were presented with the Medal of Valor Award for jumping into the river to save a suicidal subject who had taken pills and jumped from the bridge. Ofc. Christofer Perry and Ofc. Andrew Stevens were presented with the Life Saving Award for going beyond the call of duty to rescue him by pulling him out from the shore. Ofc. Justin Nowak recognized a known subject on N. Washington St. with an outstanding warrant and arrested him after finding him in possession of methamphetamines, fentanyl and weapons, He was presented with the department's Community Service Award, his third such award.

President Boyle reported that the City finished 2021 with an all-time record high in income tax collections, surpassing \$11 million for the first time. We beat 2020 numbers (previous record high) by a hair under \$700,000 or 6.66%. December finished strong, beating December 2020 by approximately \$63,000 or 6.6%

COVID-19 cases are significantly high right now amongst city staff. Several departments have reported multiple employees out, with some departments missing 4 or more employees. This will most definitely lead to overtime. Administration plans to ask employees and visitors to please mask when coming close to other people and/or entering common areas to help blunt COVID-19 cases related to the omicron strain. Departments are also being encouraged to move every meeting they legally can to a virtual format. We cannot afford to lose many more employees in safety forces right now due to significant spread in those departments.

The first meeting of the Tiffin Municipal Arts Commission (TMAC) was held today and went extremely well. The next meeting is January 18 at 10:00 a.m. at City Hall.

A virtual administration meeting will be held next week with bond counsel to begin the bonding process for Progress Parkway.

A Main Street Accreditation hearing is set for January 13. The City and Downtown Development board will meet with Heritage Ohio and make the case to continue our accreditation for the Ohio Main Street Program.

Nick Dutro's first day as Director of Communications and Constituent Services will be January 10, 2022. Judy Ryder's last day is this week.

Martin Luther King Jr. Day is Monday, January 17. City offices will be closed, and the Council meeting will be held again on Tuesday instead of Monday.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN: No report.

DIRECTOR OF LAW BRENT T. HOWARD:

Director of Law Howard provided information as to the substance and procedure for Res. 22-7 and Ord. 22-3 regarding the road and bridge levy. He stated that at the last meeting there was brief discussion about placing the levy on the ballot for voters to decide on its extension. Res. 22-7 is needed to declare the necessity of asking voters whether they want to continue the levy and place it on the ballot in May. Ord. 22-3 is to amend the tax code for the five year 0.025% increase beginning January 1, 2024 since the current levy continues until the end of 2023. The proposed amendment is for five years beginning January 1, 2024 through December 31, 2028 for the same amount and the same purpose; just as it is now, none of the additional revenue can be used for any employee expense. It is for street improvements and bonding, and this is in the ballot language. The procedure is to introduce both this evening for the three readings required. Since the deadline to present the resolution to the Board of Elections is by the end of the business day on February 2, a special meeting will be held on Tuesday, January 25 at 5:00 p.m. for the third reading and consideration of Res. 22-7. Ord. 22-3 will be introduced this evening and read at the next meeting for the second time, then tabled. By law we cannot increase taxes until voters

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approve it, in this case at the election in May. Councilmember Perkins asked if it was any different than the previous ordinance it would be replacing. Director of Law Howard explained that only the dates are different, in addition to a small addition to make it clear that it does not disturb the current levy.

WRITTEN COMMUNICATIONS:

Mayor's Request for Legislation #21-56 – Multi-Use Trail within the City

Referred to Recreation & Personal Property Committee

Mayor's Request for Legislation #21-57 – Request for Qualifications (RFQ's) for Ella Street Bridge Project

President Boyle noted that this would normally be referred to the Law & Community Planning Committee, but due to the committee chair seat currently being vacant, she asked if Councilmembers had any issues with the request; there were no objections. See Motion A) below requesting the Director of Law prepare the legislation.

Mayor's Letter of Appreciation (Phyllis Capucini)

On file in Clerk of Council's office.

ORAL COMMUNICATIONS: None.

MOTIONS:

- A) Councilmember Gillig moved to have the Director of Law prepare legislation for Mayor's Request for Legislation #21-57; Councilmember Perkins seconded. Motion was approved on a voice vote of 6-0.
- B) Councilmember Perry moved to read Res. 22-3 through Res. 22-6 and vote on them as one; Councilmember Perkins seconded. Motion was approved on a voice vote of 6-0.

RESOLUTIONS:

Resolution 22-2, introduced by Dan Perry and read for the first and only time required.

RESOLUTION APPOINTING BENJAMIN M. GILLIG PRESIDENT PRO TEMPORE OF TIFFIN CITY COUNCIL FOR A TWO-YEAR TERM, BEGINNING JANUARY 1, 2022, AND ENDING DECEMBER 31, 2023.

Councilmember Perry moved for passage; Councilmember Perkins seconded.

Roll call vote was taken on the passage, and it was approved 5-0.

Resolution 22-3, introduced by Dan Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S APPOINTMENT OF DENNIS J. BERGER TO SERVE A TWO YEAR TERM ON THE AMERICANS WITH DISABILITIES ACT ADVISORY COMMITTEE (ADA), FROM JANUARY 1, 2022 UNTIL DECEMBER 31, 2023.

Resolution 22-4, introduced by Dan Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S APPOINTMENT OF JEREMY CROY TO SERVE A FOUR YEAR TERM ON THE PARK AND RECREATION BOARD, FROM JANUARY 1, 2022 UNTIL DECEMBER 31, 2025.

Resolution 22-5, introduced by Dan Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S APPOINTMENT OF RICHARD A. FOCHT, JR. TO SERVE A SIX YEAR TERM ON THE CIVIL SERVICE COMMISSION, FROM JANUARY 1, 2022 UNTIL DECEMBER 31, 2027.

Resolution 22-6, introduced by Dan Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S APPOINTMENT OF CHEYANE L. THACKER TO SERVE A FOUR YEAR TERM ON THE PLANNING COMMISSION FROM JANUARY 1, 2022 UNTIL DECEMBER 31, 2025.

Councilman Perry moved for passage of Res. 22-3 through Res. 22-6; Councilmember Gillig seconded.

Discussion: Councilmember Jones asked why the Civil Service Commission was a six-year term instead of two or four years like the others. Director of Law Howard explained that the Codified Ordinance sections sets different terms for the boards and commissions. The longer terms for the Civil Service Commission is due to needing more time for the experience and for understanding the process.

Roll call votes were taken as one on Res. 22-2 through Res. 22-6, and all were approved 5-0.

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Resolution 22-7, introduced by Ben Gillig and read for the first time.

A RESOLUTION DECLARING THE NECESSITY OF AN ELECTION ON THE QUESTION OF APPROVING THE PASSAGE OF AN ORDINANCE TO AMEND SECTIONS 197.012 AND 197.013 OF THE CODIFIED ORDINANCES OF THE CITY OF TIFFIN, OHIO, IN ORDER TO PROVIDE FOR THE CONTINUATION OF THE CITY'S ONE-QUARTER PERCENT (1/4%) MUNICIPAL INCOME TAX INCREASE DURING THE PERIOD FROM JANUARY 1, 2024 THROUGH DECEMBER 31, 2028 TO PROVIDE FUNDS TO PAY CERTAIN COSTS OF MAINTAINING, REPAIRING AND IMPROVING PUBLIC STREETS IN THE CITY, AND DECLARING AN EMERGENCY.

ORDINANCES:

Ordinance 21-114, introduced by Dawn Iannantuono and read for the third time.

ORDINANCE ENACTING SECTION 134.16 OF TIFFIN CODIFIED ORDINANCES ESTABLISHING A RETURNED CHECK FEE.

Councilmember Gillig moved for passage; Councilmember Jones seconded.

Roll call vote was taken on the passage, and it was approved 5-0.

Ordinance 21-115, introduced by Dawn Iannantuono and read for the third time.

ORDINANCE AMENDING SECTION 1129.04 OF TIFFIN CODIFIED ORDINANCES INCREASING THE CITY ENGINEER'S FEE FOR REVIEWING AND PROCESSING SUBDIVISION PLATS.

Councilmember Gillig moved for passage; Councilmember Perkins seconded.

Roll call vote was taken on the passage, and it was approved 5-0.

Ordinance 21-116, introduced by Dawn Iannantuono and read for the third time.

ORDINANCE ENACTING CHAPTER 936 "SMALL CELL FACILITIES IN THE RIGHT OF WAY" OF TIFFIN CODIFIED ORDINANCES, AND DECLARING AN EMERGENCY.

Councilmember Perkins moved for passage; Councilmember Perry seconded.

Roll call votes were taken on the emergency and passage, and both were approved 5-0.

Ordinance 21-121, introduced by Steve Lepard and read for the second time.

ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT A DEED AND A TEMPORARY EASEMENT AND TAKE ALL OTHER ACTIONS NECESSARY TO ACQUIRE PROPERTY BY DEED AND EASEMENT FROM THE BOARD OF EDUCATION OF THE TIFFIN CITY SCHOOL DISTRICT AKA TIFFIN CITY BOARD OF EDUCATION TO CONSTRUCT THE NEW ELLA STREET RIVER BRIDGE.

Ordinance 21-122, introduced by Steve Lepard and read for the second time.

ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT A DEED AND AN EASEMENT AND TAKE ALL OTHER ACTIONS NECESSARY TO ACQUIRE PROPERTY BY A DEED AND A TEMPORARY EASEMENT FROM AQUA OHIO, INC. FKA OHIO-AMERICAN WATER COMPANY TO CONSTRUCT THE NEW ELLA STREET RIVER BRIDGE.

Ordinance 22-1, introduced by Ken Jones and read for the first time.

ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT AN EASEMENT AND TAKE ALL OTHER ACTIONS NECESSARY TO ACQUIRE REAL PROPERTY RIGHTS FROM HEIDELBERG UNIVERSITY TO CONSTRUCT REPAIRS AND IMPROVEMENTS TO THE ROCK CREEK WALL, AND DECLARING AN EMERGENCY.

Ordinance 22-2, introduced by Ben Gillig and read for the first time.

ORDINANCE AMENDING BUDGET ORDINANCE 21-105 TO PROVIDE FUNDS FOR EXPENDITURES APPROVED IN 2021 FOR PROJECTS WHICH WERE NOT FULLY COMPLETED IN THAT YEAR AND MUST BE CARRIED OVER INTO 2022.

Councilmember Gillig moved for suspension of the three-reading rule and passage; Councilmember Perkins seconded.

Discussion: Councilmember Gillig explained that these were monies that could not be spent in 2021 and needed to be spent in 2022.

Roll call votes were taken on the suspension and passage, and both were approved 5-0.

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Ordinance 22-3, introduced by Ben Gillig and read for the first time.

AN ORDINANCE AMENDING SECTIONS 197.012 AND 197.013 OF THE CODIFIED ORDINANCES OF THE CITY OF TIFFIN, OHIO, IN ORDER TO PROVIDE FOR THE CONTINUATION OF THE CITY'S EXISTING ONE-QUARTER PERCENT (1/4%) MUNICIPAL INCOME TAX LEVY DURING THE PERIOD FROM JANUARY 1, 2024 THROUGH DECEMBER 31, 2028 TO PROVIDE FUNDS TO PAY CERTAIN COSTS OF MAINTAINING, REPAIRING AND IMPROVING PUBLIC STREETS IN THE CITY.

Ordinance 22-4, introduced by Ken Jones and read for the first time.

ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH A PROFESSIONAL DESIGN FIRM FOR CONSULTING SERVICES AND PREPARATION OF THE ENGINEERING AND DESIGN FOR THE INFLOW REDUCTION PROJECT WITH COMBINED SEWER OVERFLOW 16 AND BASIN 16, AND DECLARING AN EMERGENCY.

Councilmember Jones asked for suspension of the three-reading rule and passage; Councilmember Rhoades seconded.

Discussion: Councilmember Jones explained that suspension was requested because it had been approved by the Streets, Sidewalks and Sewers Committee at their December 28th meeting. It will save money and increase efficiency.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 5-0.

OTHER BUSINESS:

Councilmember Rhoades announced a Recreation and Public Property Committee meeting for Tuesday, January 18, 2022 at 6:15 p.m. in the Hayes Committee Room to discuss Mayor's Request for Legislation #21-56 regarding the multi-use trail within the City, and any other business that may come before it.

ADJOURNMENT: 7:49 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Tuesday, January 4, 2022 at 6:45 p.m. in Council Chambers. Attending were Councilmembers Ben Gillig, Ken Jones, Zackery Perkins, Daniel Perry and Jeff Rhoades; Dawn Iannantuono was absent. Also attending were Director of Law Brent Howard, City Administrator Dale Thornton, Director of Finance Kathy Kaufman, and Tiffin Police Chief David Pauly.

Director of Law Howard administered oaths to Councilmembers Gillig, Perkins, Perry and Rhoades.

Regarding Res. 22-7 for the extension of the road and bridge levy, Director of Law Howard explained that there would need to be a special meeting after the January 18th meeting for the third reading. A special meeting would be called during the regular meeting for Tuesday, January 25th at 5:00 p.m.

Ord. 22-3 will be read for the first time tonight, for the second time at the next meeting and then tabled, since Council cannot increase taxes without public vote and must wait until their decision. It would then be taken off the table after the election results are certified. It would then be passed if the voters approved it, or voted down if not.

Director of Law Howard also requested suspension of Ord. 22-2 for expenditures carried over from 2021; they were appropriated last year but will be paid this year. He also asked for suspension of Ord. 22-4, which is the first step in a very lengthy process for the long-term control plan. It authorizes the Administration to go through an RFQ to contract with a design engineer for the next phase of the long-term sewer separation plan, and the sooner we get it started and under contract, the less cost to voters.

ADJOURNMENT: 6:59 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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JANUARY 18, 2022 - 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. in Council Chambers. The invocation was given, and the Pledge of Allegiance was recited.

ROLL CALL: Clerk of Council Ann Forrest recited roll call. Four councilmembers were present: Ken Jones (2nd Ward), Daniel Perry (4th Ward), Zackery Perkins (At Large) and Jeff Rhoades (At Large); Dawn Iannantuono (3rd Ward) and Ben Gillig (At Large) were absent. Also attending were Mayor Aaron D. Montz, Director of Law Brent Howard, City Administrator Dale Thornton, Director of Finance Kathy Kaufman, Director of Communications and Constituent Services Nick Dutro, Police Chief David Pauly and Lt. Jason Windsor.

PETITIONS: None.

MINUTES: The January 4, 2022 Regular and Committee of the Whole minutes were approved as written.

COMMITTEE REPORTS: None.

President Boyle stated that no additional Committee of the Whole meeting would be scheduled.

REPORTS OF THE OFFICERS:

MAYOR AARON D. MONTZ

Mayor Montz introduced Police Chief David Pauly, who recognized and thanked Lt. Jason Windsor for his service as interim police chief, which extended to over a year when the search for a new chief was delayed due to Covid-19. He had already earned respect from Administration and the public as a leader in the Tiffin Police Department. During his service as interim chief he wore many hats and then had three times the duty when another officer retired. He thanked him for all that he did as well as his wife Kara for her support and patience over past year. He acknowledged his devotion to the Tiffin Police Department and the community he serves by performing outstanding meritorious service over an extended period of time. Mayor Montz noted that he first was expected to serve six to seven months as interim chief, then ten months, which then became over a year, and he came away even more impressed with his leadership. He noted that he has been a tremendous asset to the City for a number of years. He also thanked his wife Kara and his family for their support while he kept the department in place with his leadership.

The Mayor presented a proclamation announcing the week of January 23-29 as School Choice Week in Tiffin and across the United States.

The City is doing very well financially for the first couple of weeks of the year. We are at 78% of where we were at this time last year, which was our best year and the first time we cracked \$11 million in income tax revenue. However, inflation is sky-high and all departments are getting quotes substantially higher than in previous years.

January 31 is the deadline for all departments to have their plans to Administration as to how they want to spend their part of the \$1.8 million ARPA funds. We are nearly at point to prioritize asks from the various departments, such as for the self-sanitizing vehicles, since we need to spend every dime or it will be returned to the federal government and redistributed to other states.

Tiffin received Main Street accreditation at both the state and national level for the sixth consecutive year.

There is growing concern with the Ella Street Bridge pricing. Recently a bridge in Ohio was over 25% of its cost estimate. We may have another \$200,000-\$750,000 in expenses and costs will continue to increase.

CLERK OF COUNCIL ANN FORREST: No report.

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DIRECTOR OF FINANCE KATHY KAUFMAN:

Director of Finance Report for the month ending:	DECEMBER 31, 2021
Total Receipts for the month:	\$3,901,098.55
Total Expenses for the month:	\$3,720,685.60
The General Fund unencumbered balance:	\$4,227,694.37

The income tax receipts for December 2021 were \$1,010,724.85. The total annual increase in income tax collections for December 2021 compared to December 2020 is \$63,093.69. Year to date income tax receipts are up 6.67%.

The portion of income tax receipts that was transferred into Fund 215 for public streets for December 2021 is \$125,420.60.

The unexpended balance for all funds is **\$32,041,881.58**, which is the same as the bank balances for the same time period.

Councilmember Perkins moved to accept the finance report as presented and the bank reconciliation emailed to Council; Councilmember Jones seconded. Motion was approved on a voice vote of 4-0.

DIRECTOR OF LAW BRENT T. HOWARD:

Director of Law Howard reminded Council that Ord. 22-3, which is part of the continuation of the ¼% Road and Bridge Levy to go into effect at the end of its current term, would have to be tabled since it can only be passed upon approval by the voters. The other part of the Road and Bridge Levy is Res. 22-7 to be read for the second time that evening and for the third time at the January 25th special meeting due to the February 2 deadline for submission to the Board of Elections.

WRITTEN COMMUNICATIONS:

Mayor's Request for Legislation #22-01 – Road Salt Acquisition

Referred to Finance Committee

Mayor's Request for Legislation #22-02 – City Hall Annex Renovation

Referred to Finance Committee

Mayor's Request for Legislation #22-03 – Appointment to Zoning Board of Appeals (Paul F. Burtis)

Referred to Personnel & Labor Relations Committee

Mayor's Request for Legislation #22-04 – Sale of Property to Hoptometry Brewing Company

Referred to Economic Development & Downtown Planning Committee

Finance Director's Request for Legislation #F22-1 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Police and Fire Department Budgets (\$100.00 and \$500.00 respectively).

On file in Clerk of Council's office; legislation prepared under Ord. 22-5.

Finance Director's Request for Legislation #F22-2 to amend the 2022 Budget Ordinance 21-105 to appropriate an additional \$7.40 each into the transfer budget lines for fund 338, and fund 331.

On file in Clerk of Council's office; legislation prepared under Ord. 22-6.

Finance Director's Request for Legislation #F22-3 to appropriate funds in the Mayor's Tele/Communications expense line (\$800.00).

On file in Clerk of Council's office; legislation prepared under Ord. 22-7.

Finance Director's Request for Legislation #22-4 to amend the 2022 Budget Ordinance 21-105 to appropriate funds in the Sewer Engineering Service expense line (\$150,000.00).

On file in Clerk of Council's office; legislation prepared under Ord. 22-11.

Mayor's Letters of Appreciation (Tiffin Westgate/Visconsi Cos. and Phyllis Capucini)

On file in Clerk of Council's office.

ORAL COMMUNICATIONS: None.

MOTIONS: None.

RESOLUTIONS:

Resolution 22-7, introduced by Ben Gillig and read for the second time.

A RESOLUTION DECLARING THE NECESSITY OF AN ELECTION ON THE QUESTION OF APPROVING THE PASSAGE OF AN ORDINANCE TO AMEND SECTIONS 197.012 AND 197.013 OF THE CODIFIED ORDINANCES OF THE CITY OF TIFFIN, OHIO, IN ORDER TO PROVIDE FOR THE CONTINUATION OF THE CITY'S ONE-QUARTER PERCENT (1/4%) MUNICIPAL INCOME TAX INCREASE DURING THE PERIOD FROM JANUARY 1, 2024 THROUGH DECEMBER 31, 2028 TO PROVIDE FUNDS TO PAY CERTAIN COSTS OF MAINTAINING, REPAIRING AND IMPROVING PUBLIC STREETS IN THE CITY, AND DECLARING AN EMERGENCY.

Resolution 22-8, introduced by Jeff Rhoades and read for the first time.

RESOLUTION AUTHORIZING THE SALE DURING CALENDAR YEAR 2022 OF MUNICIPALLY OWNED PERSONAL PROPERTY WHICH IS NOT NEEDED FOR PUBLIC USE, OR WHICH IS OBSOLETE OR UNFIT FOR THE USE FOR WHICH IT WAS ACQUIRED, BY INTERNET AUCTION, PURSUANT TO OHIO REVISED CODE SECTION 721.15(D), AND DECLARING AN EMERGENCY.

ORDINANCES:

Ordinance 21-121, introduced by Steve Lepard and read for the third time.

ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT A DEED AND A TEMPORARY EASEMENT AND TAKE ALL OTHER ACTIONS NECESSARY TO ACQUIRE PROPERTY BY DEED AND EASEMENT FROM THE BOARD OF EDUCATION OF THE TIFFIN CITY SCHOOL DISTRICT AKA TIFFIN CITY BOARD OF EDUCATION TO CONSTRUCT THE NEW ELLA STREET RIVER BRIDGE.

Councilmember Perkins moved for passage; Councilmember Perry seconded.

Roll call votes was taken, and it was approved 4-0.

Ordinance 21-122, introduced by Steve Lepard and read for the second time.

ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT A DEED AND AN EASEMENT AND TAKE ALL OTHER ACTIONS NECESSARY TO ACQUIRE PROPERTY BY A DEED AND A TEMPORARY EASEMENT FROM AQUA OHIO, INC. FKA OHIO-AMERICAN WATER COMPANY TO CONSTRUCT THE NEW ELLA STREET RIVER BRIDGE.

Councilmember Perkins moved for passage; Councilmember Rhoades seconded.

Roll call votes was taken, and it was approved 4-0.

Ordinance 22-1, introduced by Ken Jones and read for the second time.

ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT AN EASEMENT AND TAKE ALL OTHER ACTIONS NECESSARY TO ACQUIRE REAL PROPERTY RIGHTS FROM HEIDELBERG UNIVERSITY TO CONSTRUCT REPAIRS AND IMPROVEMENTS TO THE ROCK CREEK WALL, AND DECLARING AN EMERGENCY.

Ordinance 22-3, introduced by Ben Gillig and read for the second time.

AN ORDINANCE AMENDING SECTIONS 197.012 AND 197.013 OF THE CODIFIED ORDINANCES OF THE CITY OF TIFFIN, OHIO, IN ORDER TO PROVIDE FOR THE CONTINUATION OF THE CITY'S EXISTING ONE-QUARTER PERCENT (1/4%) MUNICIPAL INCOME TAX LEVY DURING THE PERIOD FROM JANUARY 1, 2024 THROUGH DECEMBER 31, 2028 TO PROVIDE FUNDS TO PAY CERTAIN COSTS OF MAINTAINING, REPAIRING AND IMPROVING PUBLIC STREETS IN THE CITY.

Ordinance 22-5, introduced by Zack Perkins and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE A TOTAL OF \$700.00 INTO THE POLICE AND FIRE DEPARTMENT BUDGETS FOR DONATIONS RECEIVED.

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Ordinance 22-6, introduced by Zack Perkins and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$7.40 EACH INTO THE TRANSFER BUDGET LINES FOR FIRE VEHICLE FUND 338 AND CAPITAL IMPROVEMENTS FUND 331, AUTHORIZING THE TRANSFER OF THE APPROPRIATED FUNDS, AND DECLARING AN EMERGENCY.

Ordinance 22-7, introduced by Zack Perkins and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$800.00 IN THE MAYOR'S TELE/COMMUNICATIONS EXPENSE LINE.

Ordinance 22-8, introduced by Jeff Rhoades and read for the first time.

ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT A LICENSE AND AN EASEMENT AND TAKE ALL OTHER ACTIONS NECESSARY TO ACQUIRE REAL PROPERTY RIGHTS FROM R INVESTMENTS LLC, AND DECLARING AN EMERGENCY.

Ordinance 22-9, introduced by Zack Perkins and read for the first time.

ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH A PROFESSIONAL DESIGN FIRM FOR CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR THE ELLA STREET RIVER BRIDGE PROJECT, AND DECLARING AN EMERGENCY.

Ordinance 22-10, introduced by Jeff Rhoades and read for the first time.

ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH A PROFESSIONAL DESIGN FIRM FOR CONSULTING SERVICES AND PREPARATION OF THE ENGINEERING AND DESIGN FOR DEVELOPMENT OF A PLAN FOR MULTI-USE TRAILS WITHIN THE CITY, AND DECLARING AN EMERGENCY.

Ordinance 22-11, introduced by Zack Perkins and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$150,000.00 IN THE SEWER ENGINEERING SERVICE EXPENSE LINE FOR THE HOUSEHOLD SEWER TREATMENT SYSTEMS (HSTS) ELIMINATION PROJECT.

OTHER BUSINESS:

President Boyle amended the special Council meeting announcement for January 25, 2022 at 5:00 p.m. to include consideration of Res. 22-8, Ord. 22-5, Ord. 22-6, Ord. 22-7, Ord. 22-8, Ord. 22-9 and Ord. 22-10, as well as any other business that may come before it. A revised written announcement would be sent out.

President Boyle also announced a special Council meeting for January 28, 2022 at 4:30 p.m. in Council Chambers to consider Res. 22-8, Res. 22-9, Ord. 22-5, Ord. 22-6, Ord. 22-7, Ord. 22-8, Ord. 22-9 and Ord. 22-10, as well as any other business Council may consider.

ADJOURNMENT: 7:35 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3770

COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Tuesday, January 18, 2022 at 6:45 p.m. in Council Chambers. Attending were Councilmembers Ken Jones, Zackery Perkins, Daniel Perry and Jeff Rhoades; Dawn Iannantuono and Ben Gillig were absent. Also attending were Mayor Aaron Montz, Director of Law Brent Howard, City Administrator Dale Thornton, Director of Finance Kathy Kaufman, Director of Communications and Constituent Services Nick Dutro, Tiffin Police Chief David Pauly and Lt. Jason Windsor.

Mayor Montz explained that there was some important legislation that needed to be passed with an emergency, but there was not sufficient quorum with only four councilmembers present. He said an additional special meeting might be needed if five members were not in attendance at the already scheduled special meeting on January 25th.

President Boyle said that during the regular meeting she would announce a special Council meeting on Friday, January 28, 2022 at 4:30 p.m. in Council Chambers to discuss Res. 22-8, Res. 22-9, Ord. 22-5, Ord. 22-6, Ord. 22-7, Ord. 22-8, Ord. 22-9 and Ord. 22-10, as well as any other business Council may consider. Director of Law Howard added that the special meeting announcement for January 25th would have to be revised to include the additional legislation to be considered.

Director of Finance Kaufman explained that Ord. 22-6 was needed because the Ohio Revised Code requires that another fire vehicle fund be created every ten years. The remaining balance in the previous budget was \$7.40 short on the projected balance and needs to be transferred from Fund 338 back to Capital Improvements Fund 331, and then the balance transferred to the newly created Fire Vehicle Fund 330.

Mayor Montz explained the need to move forward with the other legislation. Re Ord. 22-7, the Mayor had shorted himself in his telecommunication line in the 2022 Budget and \$800 had to be added. Ord. 22-8 is to accept the license and easement discussed at Councilmember Rhoades' Recreation & Public Property meeting for the property owned by R. Investments on S. River Road along the Sandusky River. There is no cost for this easement, and it will provide us with the ability to make improvements. Regarding Ord. 22-9, the design firm has already been hired for the construction of the Ella St. Bridge Project, but we need this ordinance to hire a construction firm for the inspection services since it is a large detailed project; otherwise, it would put us behind schedule. Ord. 22-10 covers consulting services for the City's trail system as discussed in Councilmember Rhoades' Recreation & Public Property Committee. It has not been done for over 20 years and we need to have it ready to go for new grants.

ADJOURNMENT: 6:58 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3771

JANUARY 25, 2022 – SPECIAL MEETING

Tiffin City Council met for a special meeting in accordance with Codified Ordinance Section 121.03. Council President Bridget Boyle opened the meeting at 5:00 p.m. in Council Chambers. The invocation was given, and the Pledge of Allegiance was recited.

ROLL CALL: Clerk of Council Ann Forrest recited roll call. Five councilmembers were present: Ken Jones (2nd Ward), Daniel Perry (4th Ward), Ben Gillig (At Large), Zackery Perkins (At Large) and Jeff Rhoades (At Large); Dawn Iannantuono (3rd Ward) was absent. Also attending were Mayor Aaron D. Montz, Director of Law Brent Howard, City Administrator Dale Thornton, Director of Finance Kathy Kaufman, and Director of Communications and Constituent Services Nick Dutro.

SPECIAL MEETING ANNOUNCEMENT: This is the notice, in compliance with Charter Section 3.09(B), to announce a Special Meeting of Tiffin City Council on Tuesday, January 25, 2022 at 5:00 p.m. in Council Chambers at City Hall. For consideration: To read Res. 22-7 for the third time and to vote on submitting to electors the question of continuing the City's one-quarter percent (1/4 %) Street Improvements Levy; to consider a resolution for the appropriation of real property for the Ella Street River Bridge Project; to read Res. 22-8, Ord. 22-5, Ord. 22-6, Ord. 22-7, Ord. 22-8, Ord. 22-9 and Ord. 22-10; as well as any other business Council may consider.

PETITIONS: None.

MINUTES: None.

COMMITTEE REPORTS: None.

President Boyle stated that no additional Committee of the Whole meeting would be scheduled.

President Boyle also advised that she was reassigning Mayor's Request for Legislation #22-4 to the Law & Community Planning Committee in order to keep it moving forward as quickly as possible.

REPORTS OF THE OFFICERS:

MAYOR AARON D. MONTZ: No report.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN: No report.

DIRECTOR OF LAW BRENT T. HOWARD:

Director of Law Howard explained that the procedure for this meeting would be to have the mentioned resolutions and ordinances be put into a motion to be read and approved by Council.

WRITTEN COMMUNICATIONS:

Mayor's Request for Legislation #22-05 – NOPEC Energized Community (NEC) Grant
Referred to Finance Committee

ORAL COMMUNICATIONS: None.

MOTIONS:

- A. Councilmember Perry moved to read Res. 22-7, Res. 22-8, Res. 22-9, Ord. 22-5, Ord. 22-6, Ord. 22-7, Ord. 22-8, Ord. 22-9 and Ord. 22-10 for consideration; Councilmember Perkins seconded. Motion was approved by a voice vote of 5-0.

RESOLUTIONS:

Resolution 22-7, introduced by Ben Gillig and read for the third time.

A RESOLUTION DECLARING THE NECESSITY OF AN ELECTION ON THE QUESTION OF APPROVING THE PASSAGE OF AN ORDINANCE TO AMEND SECTIONS 197.012 AND 197.013 OF THE CODIFIED ORDINANCES OF THE CITY OF TIFFIN, OHIO, IN ORDER TO PROVIDE FOR THE CONTINUATION OF THE CITY'S ONE-QUARTER PERCENT (1/4%) MUNICIPAL INCOME TAX INCREASE DURING THE PERIOD FROM JANUARY 1, 2024 THROUGH DECEMBER 31, 2028 TO PROVIDE FUNDS TO PAY CERTAIN COSTS OF MAINTAINING, REPAIRING AND IMPROVING PUBLIC STREETS IN THE CITY, AND DECLARING AN EMERGENCY.

Councilmember Gillig moved for passage; Councilmember Perry seconded.

Roll call votes were taken on the emergency and passage, and both were approved 5-0.

Resolution 22-8, introduced by Jeff Rhoades and read for the second time.

RESOLUTION AUTHORIZING THE SALE DURING CALENDAR YEAR 2022 OF MUNICIPALLY OWNED PERSONAL PROPERTY WHICH IS NOT NEEDED FOR PUBLIC USE, OR WHICH IS OBSOLETE OR UNFIT FOR THE USE FOR WHICH IT WAS ACQUIRED, BY INTERNET AUCTION, PURSUANT TO OHIO REVISED CODE SECTION 721.15(D), AND DECLARING AN EMERGENCY.

Councilmember Rhoades moved for suspension of the three-reading rule and passage; Councilmember Gillig seconded.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 5-0.

Resolution 22-9, introduced by Zack Perkins and read for the first time.

A RESOLUTION DECLARING THE NECESSITY AND INTENTION OF THE CITY OF TIFFIN TO APPROPRIATE THE FEE SIMPLE INTEREST IN CERTAIN DESCRIBED REAL PROPERTY FOR THE PURPOSE OF MAKING AND REPAIRING A ROAD WHICH SHALL BE OPEN TO THE PUBLIC, WITHOUT CHARGE, KNOWN AS ELLA STREET RIVER BRIDGE.

ORDINANCES:

Ordinance 22-5, introduced by Zack Perkins and read for the second time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE A TOTAL OF \$700.00 INTO THE POLICE AND FIRE DEPARTMENT BUDGETS FOR DONATIONS RECEIVED.

Councilmember Perkins moved for suspension of the three-reading rule and passage; Councilmember Rhoades seconded.

Discussion: Councilmember Jones explained that suspension was requested to get the money to the department in a timely fashion.

Roll call votes were taken on the suspension and passage, and both were approved 5-0.

Ordinance 22-6, introduced by Zack Perkins and read for the second time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$7.40 EACH INTO THE TRANSFER BUDGET LINES FOR FIRE VEHICLE FUND 338 AND CAPITAL IMPROVEMENTS FUND 331, AUTHORIZING THE TRANSFER OF THE APPROPRIATED FUNDS, AND DECLARING AN EMERGENCY.

Councilmember Perkins moved for suspension of the three-reading rule and passage; Councilmember Perry seconded.

Discussion: Councilman Jones noted that it was a small amount, but he wanted the public to know that they are looking over finances large and small.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 5-0.

Ordinance 22-7, introduced by Zack Perkins and read for the second time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$800.00 IN THE MAYOR'S TELE/COMMUNICATIONS EXPENSE LINE.

Councilmember Perkins moved for suspension of the three-reading rule and passage; Councilmember Jones seconded.

Roll call votes were taken on the suspension and passage, and both were approved 5-0.

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Ordinance 22-8, introduced by Jeff Rhoades and read for the second time.

ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT A LICENSE AND AN EASEMENT AND TAKE ALL OTHER ACTIONS NECESSARY TO ACQUIRE REAL PROPERTY RIGHTS FROM R INVESTMENTS LLC, AND DECLARING AN EMERGENCY.

Ordinance 22-9, introduced by Zack Perkins and read for the second time.

ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH A PROFESSIONAL DESIGN FIRM FOR CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR THE ELLA STREET RIVER BRIDGE PROJECT, AND DECLARING AN EMERGENCY.

Councilmember Perkins moved for suspension of the three-reading rule and passage; Councilmember Rhoades seconded.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 5-0.

Ordinance 22-10, introduced by Jeff Rhoades and read for the second time.

ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH A PROFESSIONAL DESIGN FIRM FOR CONSULTING SERVICES AND PREPARATION OF THE ENGINEERING AND DESIGN FOR DEVELOPMENT OF A PLAN FOR MULTI-USE TRAILS WITHIN THE CITY, AND DECLARING AN EMERGENCY.

Councilmember Rhoades moved for suspension of the three-reading rule and passage; Councilmember Gillig seconded.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 5-0.

OTHER BUSINESS:

Regarding the November 23rd NOPEC memo regarding the Columbia Gas increase, Mayor Montz explained that the proposed increase was the first in 10-15 years and we would have spent significant money to fight it; NOPEC will address this on our behalf and spread the cost throughout its member communities.

Councilmember Gillig asked Director of Law Howard to proceed with the preparation of legislation for Mayor's Request for Legislation #22-05 regarding the NOPEC Energized Community Grant.

President Boyle announced that the Special Council Meeting scheduled for Friday, January 28th at 4:30 p.m. was canceled since the required legislation was addresses in this meeting.

ADJOURNMENT: 5:24 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

FEBRUARY 7, 2022 - REGULAR MEETING

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

ROLL CALL: Clerk of Council Ann Forrest recited roll call. Five councilmembers were present: Steve Lepard (1st Ward), Daniel Perry (4th Ward), Ben Gillig (At Large), Zackery Perkins (At Large) and Jeff Rhoades (At Large); Ken Jones (2nd Ward) and Dawn Iannantuono (3rd Ward) were absent. Also attending were Mayor Aaron D. Montz, Director of Law Brent Howard, City Administrator Dale Thornton, Director of Finance Kathy Kaufman and Director of Communications and Constituent Services Nick Dutro.

PETITIONS: Petition No. 108 by Family of Faith LCMC, Inc. to vacate an alley in the Second Ward of the City of Tiffin, running east/west between Lots 930 on the north and Lots 931-933 on the south, all in Davis Estate Addition, and commencing at the westerly right-of-way line of Oak Street and terminating at the easterly right-of-way line of a 16.5 feet wide north/south alley. *Referred to Streets, Sidewalks and Sewers Committee.*

MINUTES: The January 18, 2022 Regular and Committee of the Whole, as well as the January 25, 2022 Special Council Meeting minutes were approved as written.

COMMITTEE REPORTS:

Councilmember Lepard reported that the Law and Community Planning Committee had met that evening at 6:00 p.m. to discuss Mayor's Request for Legislation regarding the City Annex renovations, with the resulting Ord. 22-17 to be introduced. His full report will be given at the next Council meeting.

Councilmember Rhoades reported that a Recreation & Public Property Committee meeting was held on Tuesday, January 18, 2022 in the Mark Hayes Committee room. Attending were committee members, Jeff Rhoades, Dan Perry, Ken Jones, Councilmember Zack Perkins, Council President Bridget Boyle, Mayor Montz, City Engineer Matt Watson, TSEP President & CEO David Zak, and TSEP Development Coordinator Adam Gillmor. Jeff Rhoades called the meeting to order at 6:15 p.m. and stated that the purpose of the meeting was to discuss the Mayor's request for Legislation #21-56 regarding the need to obtain an easement and license from R-Investments in order to complete the newest section of the multi-use trail within the city along the area formerly known as South River Road. Mayor Montz informed the committee that he is requesting additional easement rights for maintenance and clearing of the riverbank between the trail and where the Sandusky River is to complete restoration of the area. Mayor Montz stated that an easement would need to be acquired from R-Investments to complete the work. Mayor Montz stated that he and the whole city team, the city attorney and the owners of R-Investments are comfortable with the plan to improve the view of the walking path. Engineer Watson reported that he is working with contractors to solicit estimates and funding can be pursued if the estimates come in low enough to move forward the with the project. Councilmember Perkins asked if 100% of the funding would be pursued. Engineer Watson stated that they would be asking for as much as they could get. Mayor Montz added that there is the possibility that the city would kick in a little towards the cost and conversations were going on with Tiffin Community Foundation and a potential private individual who may be interested in donating funds. Committee member Perry asked if R-Investments owned all of the property. Engineer Watson and Mayor Montz confirmed that R-Investments did own all of the property. TSEP President & CEO David Zak added that public feedback was solicited for the project and support from the city, county and many non-profit leaders was achieved. A motion was introduced by committee member Perry to have the Director of Law draft legislation to obtain an easement and license for the project. The motion was seconded by committee member Jones and passed 3-0. In other business Mayor Montz request for Legislation #21-51 regarding the need to for the city to continue to look for ways to become more bike and pedestrian friendly. Mayor Montz discussed the need of consulting services to assist with trail development plans. Mayor Montz requested council to introduce legislation to allow the solicitation of FRQ's for the city's trail development program. Mayor Montz asked that council consider expediting the process and suspend the 3 reading rule due to the short timeframe to have plans completed for possible grant timelines. Mayor Montz explained that essentially, we just need to solicit the request for qualifications which means an engineering firm that feels they have qualifications and time and would like to be the firm to design the plan for the trail system could submit plans to the engineer's office. Mayor Montz reaffirmed that time was of the essence for this request because of the grant deadlines that can be applied for. A motion was introduced by committee member Jones to have the Director of Law draft legislation for FRQ's for the city's trail development program. The motion was seconded by committee member Perry and passed 3-0.

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With no further business the committee adjourned at 6:32 p.m. Respectfully submitted, Jeff Rhoades, Chairman.

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

REPORTS OF THE OFFICERS:

MAYOR AARON D. MONTZ

Mayor Montz thanked Public Works for the storm cleanup, as well as the Parks, Fire and Police Departments for their assistance. Each street had at least four passes over at least 92 miles of streets. With 36 hours straight of snow, snowplowing was difficult and employees had to be staggered.

The Mayor read a proclamation declaring February 7-14 as Congenital Heart Defect Awareness Week in Tiffin. Last year Tiffin resident Ezra received a transplant, but he has had to go back into the hospital and the Mayor encouraged him to keep fighting. Unfortunately, there is no cure and it requires lifelong care.

Late last year Council passed legislation for the potential opioid settlement from pharmaceutical companies. He introduced Mircea Handru, Executive Director of the Mental Health and Recovery Services Board of Seneca, Ottawa, Sandusky and Wyandot Counties, who explained that of the 19 districts we are in District 17 with seven other counties. The OneOhio Foundation was created as a non-profit to manage 55% of the funding. Each district appoints one person to the OneOhio board. He said it is a complex process because there is no direct guidance. Townships, city, counties, villages, etc. one, two or more people appointed to the regional board. In Seneca County the Seneca County Opioid Task Force already exists, and the group will have to make some sort of proposal for the 18-year process. The Ohio Board is represented by the 19 regions, six by state appointment and four by legislation, for a total of 29. Director of Law Howard said he appreciated Handru taking the lead, as the state wanted each region to figure out how to organize, and he did a great job in handling this. Once a region comes up with their structure, the city will need to pass a resolution to authorize a participation agreement, a Memorandum of Understanding or some sort of connection to the group and probably pass it under an emergency. There will also be 30% given directly to political subdivisions for certain types of issues. Howard said a lot of time will be required on the process and the structure. He took a look at the documents as to what the dollars can be used for, such as prevention, treatment, recovery and related services. First responders can use the funds for expenses related to the opioid epidemic, such as training first responders about safe handling, trauma training, compassion fatigue, and many other categories.

Financially we had a solid month in January and reached a new height for income tax revenues. We are ahead by 29% and ahead of last February's totals by 21%.

Darryl Worley will be performing at Tiffin's 4th of July celebration. With the increased budget for fireworks and with a daylong celebration, it will be the biggest we've probably ever seen. General Mark Scheid lined Worley up as they met when they were overseas.

We are getting a lot of interest and traction on the downspout grant program, which helps us with EPA mandates down the road.

The Ella Street Bridge Project may come in \$500,000-\$700,000 over the original estimate in the worst case scenario due to the increase in the price of steel. However, we still believe we can handle it without having to borrow.

The Rock Creek wall repair just east of the Circular St. Bridge was estimated at \$113,000 and came in at \$89,000.

The street paving estimate of \$750,000 came in at \$719,000. Unfortunately, due to the bridge overages we were not able to do the alternate streets. They will be first on the list for the following year.

All department requests have been received for the \$1.8 million ARPA funding, and they will start to prioritize the requests as to the most fitting.

Regarding the massive infrastructure bill that passed, they have attended several webinars and training sessions. A large portion of the funds will come directly to Tiffin, which others will come through the state. Since grant writing takes a lot of time, we will see what grants fit us the best.

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The Mayor congratulated Joe Obringer for the sale of Kuebler Shoes to Kymberlee Wood, who is moving the store into downtown Tiffin. He noted that Kuebler Shoes is the oldest operating retail store in the state.

He also congratulated the Perry family and Big Mike's for their expansion in adding other food items to the menu.

He congratulated Columbian's Bryce Burns and Calvert's Garret Spaun of Calvert who surpassed 1,000 career points in basketball, as well as Logan Beaston of Tiffin Columbian who shot a high of 33 points in the Clyde game. He also sent best wishes to the Tiffin Columbian cheerleading team in the state finals.

Mayor Montz said that Parks Director Bryce Kuhn would be at the next meeting to make a very big announcement for a large transformational project at Tiffin Parks. He added that it will not require funding from Council.

Mayor Montz said he would be participating along with Chiefs Chappell and Pauly in the Tiffin Kiwanis Cooking Show at Tiffin Columbian on Thursday the 10th.

Saturday, February 12 is the Chamber of Commerce's Casino Real at Camden Falls.

City Hall will be closed on February 21st for Presidents Day, so the next Council meeting will be held on Tuesday the 22nd.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN:

Director of Finance Report for the month ending:	JANUARY 31, 2021
Total Receipts for the month:	\$3,708,929.42
Total Expenses for the month:	\$3,184,993.83
The General Fund unencumbered balance:	\$3,663,684.99

The income tax receipts for January 2022 were \$1,348,345.37. The total annual increase in income tax receipts though January 2022 compared to January 2021 is \$305,859.63 or 29.34% increase year to date.

The .25% portion of income tax receipts that was transferred into fund 215 for public streets for January 2022 is \$167,963.26.

The unexpended balance for all funds is **\$32,565,817.17**, which is the same as the bank balances for the same time period.

Councilmember Gillig moved to accept the finance report as presented and the bank reconciliation emailed to Council; Councilmember Perkins seconded. Motion was approved on a voice vote of 5-0.

DIRECTOR OF LAW BRENT T. HOWARD: No report.

WRITTEN COMMUNICATIONS:

Mayor's Request for Legislation #22-06 – Appointment to Civil Service Commission (Traci Stark)

Referred to Personnel and Labor Relations Committee

Mayor's Request for Legislation #22-07 – Reappointment to Tax Incentive Review Council (Sally Stinchcomb)

Referred to Personnel and Labor Relations Committee

Finance Director's Request for Legislation #F22-5 to amend the 2022 Budget Ordinance 21-105 to appropriate additional funds into the budget for fund 283 and fund 347 and to approve a transfer (\$31,462.36 and \$24,205.86).

On file in Clerk of Council's office; legislation prepared under Ord. 22-12.

Finance Director's Request for Legislation #22-6 to amend the 2022 Budget Ordinance 21-105 to allow for the recording of the Provider Relief Fund grants in the amount of \$67,470.66.

On file in Clerk of Council's office; legislation prepared under Ord. 22-14.

Director of Law's Request for Legislation – 2022 Codified Ordinances Update

Discussed at the Law and Community Planning meeting; on file in Clerk of Council's office.

3777

ORAL COMMUNICATIONS: None.

MOTIONS: None.

RESOLUTIONS:

Resolution 22-9, introduced by Zack Perkins and read for the second time.

A RESOLUTION DECLARING THE NECESSITY AND INTENTION OF THE CITY OF TIFFIN TO APPROPRIATE THE FEE SIMPLE INTEREST IN CERTAIN DESCRIBED REAL PROPERTY FOR THE PURPOSE OF MAKING AND REPAIRING A ROAD WHICH SHALL BE OPEN TO THE PUBLIC, WITHOUT CHARGE, KNOWN AS ELLA STREET RIVER BRIDGE.

Resolution 22-10, introduced by Dan Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S APPOINTMENT OF PAUL BURTIS TO SERVE A FOUR YEAR TERM ON THE TIFFIN ZONING BOARD OF APPEALS FROM THE EFFECTIVE DATE OF THIS RESOLUTION UNTIL DECEMBER 31, 2025.

Councilmember Perry moved for passage; Councilmember Rhoades seconded.

Discussion: Mayor Montz sincerely thanked Dennis Eberly who has served for decades on the Zoning Board of Appeals Board as Chairman, adding that Paul Burtis has tons of experience in this field so it should be a smooth transition.

Roll call vote was taken on the passage, and it was approved 5-0.

ORDINANCES:

Ordinance 22-1, introduced by Ken Jones and read for the third time.

ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT AN EASEMENT AND TAKE ALL OTHER ACTIONS NECESSARY TO ACQUIRE REAL PROPERTY RIGHTS FROM HEIDELBERG UNIVERSITY TO CONSTRUCT REPAIRS AND IMPROVEMENTS TO THE ROCK CREEK WALL, AND DECLARING AN EMERGENCY.

Councilmember Gillig moved for passage; Councilmember Rhoades seconded.

Roll call votes were taken on the emergency and passage, and both were approved 5-0.

Ordinance 22-8, introduced by Jeff Rhoades and read for the third time.

ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT A LICENSE AND AN EASEMENT AND TAKE ALL OTHER ACTIONS NECESSARY TO ACQUIRE REAL PROPERTY RIGHTS FROM R INVESTMENTS LLC, AND DECLARING AN EMERGENCY.

Councilmember Rhoades moved for passage; Councilmember Gillig seconded.

Roll call votes were taken on the emergency and passage, and both were approved 5-0.

Ordinance 22-11, introduced by Zack Perkins and read for the second time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$150,000.00 IN THE SEWER ENGINEERING SERVICE EXPENSE LINE FOR THE HOUSEHOLD SEWER TREATMENT SYSTEMS (HSTS) ELIMINATION PROJECT.

Ordinance 22-12, introduced by Ben Gillig and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE ADDITIONAL FUNDS INTO THE BUDGET FOR TIF FUND 283 AND FAIR LN. USR 224 MARKET IMPROVEMENT FUND 347 AND TO APPROVE A TRANSFER, AND DECLARING AN EMERGENCY.

Councilmember Gillig moved for suspension of the three-reading rule and passage; Councilmember Perry seconded.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 5-0.

Ordinance 22-13, introduced by Jeff Rhoades and read for the first time.

ORDINANCE AUTHORIZING ALL ACTIONS NECESSARY TO ACCEPT A NORTHEAST OHIO PUBLIC ENERGY COUNCIL (NOPEC) ENERGIZED COMMUNITY GRANT, AND DECLARING AN EMERGENCY.

3778

Ordinance 22-14, introduced by Ben Gillig and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO ALLOW FOR THE RECORDING OF THE PROVIDER RELIEF FUND GRANTS THAT WERE AWARDED TO THE FIRE DEPARTMENT AND APPROPRIATE \$67,470.66 INTO FUND 296.

Councilmember Gillig moved for suspension of the three-reading rule and passage; Councilmember Perkins seconded.

Discussion: Councilmember Gillig explained that this was grant money and needed immediate appropriation into the Budget.

Roll call votes were taken on the suspension and passage, and both were approved 5-0.

Ordinance 22-15, introduced by Steve Lepard and read for the first time.

ORDINANCE AUTHORIZING THE CONVEYANCE OF PROPERTY TO ZRB BREWERS LLC OR ITS DESIGNEE ADJACENT TO 190 S. WASHINGTON STREET, TIFFIN, OHIO AS APPROVED BY THE MAYOR.

Ordinance 22-16, introduced by Ben Gillig and read for the first time.

ORDINANCE AMENDING SECTION 1129.04 OF TIFFIN CODIFIED ORDINANCES ESTABLISHING PLAN REVIEW, INSPECTION, AND TESTING FEES FOR SERVICES PROVIDED BY THE ENGINEER'S OFFICE FOR PRIVATE DEVELOPMENT INVOLVING PUBLIC INFRASTRUCTURE AND AMENDING SECTIONS 909.07(g) AND 909.09(a)(11) OF TIFFIN CODIFIED ORDINANCES ESTABLISHING INSPECTION FEES FOR SERVICES PROVIDED BY THE CITY ENGINEER'S OFFICE UNDER THE STORM WATER MANAGEMENT REGULATIONS.

Ordinance 22-17, introduced by Steve Lepard and read for the first time.

ORDINANCE AUTHORIZING CITY ADMINISTRATOR TO PREPARE PLANS AND SPECIFICATIONS, ADVERTISE FOR AND RECEIVE BIDS, AND RECOMMEND AND EXECUTE CONTRACTS FOR CITY HALL ANNEX RENOVATIONS AND FURNISHINGS, AND DECLARING AN EMERGENCY.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Perkins seconded.

Discussion: Councilmember Lepard explained that suspension was requested in order to advertise for and receive bids to get the project started so as to finish before fall.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 5-0.

OTHER BUSINESS:

Councilmember Perkins announced an on-site Streets, Sidewalks and Sewers Committee meeting for Tuesday, February 15, 2020 at 4:30 to discuss Alley Vacation Petition #108 and any other business that may come before them.

Councilmember Gillig said that he had agreed to shave his head if students raised \$500 for the Lymphoma and Leukemia Society, and they raised \$1200. Friday Mike Blust and his daughter Bella will be shaving his head bald.

ADJOURNMENT: 7:54 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3779

COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Monday, February 7, 2022 at 6:45 p.m. in Council Chambers. Attending were Councilmembers Ben Gillig, Steve Lepard, Zackery Perkins, Daniel Perry and Jeff Rhoades; Dawn Iannantuono and Ken Jones were absent. Also attending were Mayor Aaron Montz, Director of Law Brent Howard, City Administrator Dale Thornton, Director of Finance Kathy Kaufman and Director of Communications and Constituent Services Nick Dutro.

Mayor Montz asked for the suspension of three ordinances: Ord. 22-12 for items needed to keep on schedule with the bonding process for the TIF and Fair Lane; Ord. 22-14 regarding a grant just Chief Chappell applied for and received for just under \$67,000 that provides relief funds for expenses related to the pandemic and for overtime due to the additional runs with Covid-19, etc.; and Ord. 22-17, which was discussed at Steve Lepard's committee meeting regarding RFQs for the City Hall Annex Renovation. Prices are under inflation pressure as well as under pressure between tax and budget timing to get the process started and bids received.

Director of Law Howard explained that Res. 22-9, introduced at the last meeting authorizing the appropriation of property for the Ella Street River Front project, would be read for the second time that night. The estate's attorney estimated that the closing could be held on Thursday, so Council may be able to vote to withdraw it or vote it down. He said he would advise at the next meeting.

Director of Law Howard also reported that he had delivered Res. 22-7 regarding the necessity for the election of the road and bridge levy in May to the Board of Elections, who accepted and sent it down to the Secretary of State's office for approval. He said it included the ballot language previously used in 2018 and he expects to have their response within 30 days.

ADJOURNMENT: 6:50 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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FEBRUARY 22, 2022 - 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. in Council Chambers. The invocation was given, and the Pledge of Allegiance was recited.

ROLL CALL: Clerk of Council Ann Forrest recited roll call. Six councilmembers were present: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Dawn Iannantuono (3rd Ward), Daniel Perry (4th Ward), Zackery Perkins (At Large) and Jeff Rhoades (At Large); Ben Gillig (At Large) was absent. Also attending were Mayor Aaron D. Montz, City Administrator Dale Thornton, Director of Finance Kathy Kaufman, Director of HR Deb Reamer, Parks Director Bryce Kuhn, Parks Recreation Operations Manager Mason Correll, and Director of Communications and Constituent Services Nick Dutro.

MINUTES: The February 7, 2022 Regular and Committee of the Whole meeting minutes were approved as written.

COMMITTEE REPORTS:

Councilmember Lepard reported that a Law & Community Planning Committee meeting was held Monday, February 7, 2022 in the City Council Chambers. Attending were committee members Steve Lepard, Ben Gillig and Dan Perry, City Council members Zack Perkins and Jeff Rhoades, City Administrator Dale Thornton, Director of Law Brent Howard, Director of Finance Kathleen Kaufman, Mayor Aaron Montz, Adam Gilmore representing TSEP, along with Bryan Sutter, Rick Sutter and Zack Allen owners of ZRB Brewers. Lepard called the meeting to order at 6:06 P.M. and announced the purpose of the meeting was to discuss the Mayor's Request for Legislation #22-02 City Hall Annex Renovation, Sale and Transfer of City Property and any other business presented to the committee. City Administrator Dale Thornton reported that the Finance Department which is housed in the City Hall Annex has had no significant updates in the last 42 years is in desperate need of renovation to operate efficiently and to bring it to conformance with current law related to the American with Disabilities Act (ADA). Preliminary single-line drawings of this renovation were completed last year by Hales Architectural Services and were made available for committee review. The 2022 capital budget approved by City Council contains \$250,000 for this renovation along with another \$50,000 separately for furniture in the renovated space. The \$250,000 capital expense is expected to cover the costs of an architect to prepare the bid documents and manage the construction project, as well as the anticipated costs of demolition and renovation. City Administrator Thornton reported that the current space and design is not user friendly for the public nor the tax and sewer departments. A conference room will be added along with a centralized Finance Director office, HVAC updates along with other mechanical systems, fire alarm system and furniture to accommodate the space. The Tax Commissioner is currently located in an area that is open, the renovation will provide a space where business can be conducted in private. The annex will be altered to connect with City Hall meeting ADA requirements and serving the public more efficiently. City Administrator Thornton reported that the intention is to relocate the Finance, Tax and Sewer Departments into areas of City Hall so that demolition and construction can take place after tax season in the months of June, July and August. Anticipated construction will last 90-120 days. The architect has meet with the employees of the annex to determine needs and input. A motion was introduced by Committee Member Perry to authorize the City Administrator to prepare plans, specifications, advertise for and receive bids, and recommend and execute contracts for the City Hall Annex renovations and furnishings, and declaring an emergency. The motion was seconded and passed unanimously. The ordinance was prepared and will be presented to City Council during the regular meeting later this evening. Item 2. Sale and Transfer of City Property. Law Director Howard informed the committee that the property in question is a two foot wide strip of land plus the width of a wall located at 190 South Washington Street, the former Dr. Shreiner property now owned by ZRB Brewers beside the city parking lot #5. ZRB Brewers do own land along side of the building, a portion of the land in question was once an alley that was vacated in the late 1960's and there is a sewer on the property that the city will require an easement so that we can maintain, repair or replace the combined sewer line when required. ZRB Brewers informed the committee that their plans are to remove billboards on the side of the building, open archways on the side of the building that were once bricked in and to create an outdoor DORA refreshment area in the space that they and the city currently owns. ZRB Brewers do understand the Real Estate Purchase Agreement that had been presented to them along with the easement required by the city and the current wall. Mayor Montz stated that the agreement is in the best interest of the City of Tiffin and that ZRB Brewers will be an asset to the community and downtown. The time line was explained to ZRB Brewers concerning the sale and transfer of property if the committee agreed to introduce an ordinance. Committee member Perry introduced a motion to authorize the conveyance of property to ZRB Brewers LLC or its designee adjacent to 190 South

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Washington Street, Tiffin, Ohio as approved by the Mayor. The motion was seconded and approved by a vote of 3-0. An ordinance was prepared and will be introduced at the regular city council meeting later this evening. A request for Legislation from the Director of Law will be presented at the regular meeting of City Council later this evening that will be assigned to the Law & Community Planning committee. Chairman Lepard asked that the committee act upon the request this evening to avoid delaying necessary legislation. The request is an update of the 2022 Codified Ordinances prepared by the Walter H. Drane Company. These proposed changes to the City Code contain the amendments approved by Tiffin City Council during the past two years and revisions to conform current state law where applicable. Director of Law Howard explained that the updates were general law of the State of Ohio along with code sections that City Council have enacted. A motion was introduced by Committee Member Gillig to authorize Director of Law Howard to prepare legislation to revise the Codified Ordinances by adopting replacement pages and entering into a contract with the Walter H. Drane Company to prepare and publish such revision. The motion was seconded and passed unanimously. With no further business the meeting adjourned at 6:32 P.M. Respectfully submitted, Steven K. Lepard, Chairman.

Councilman Perkins reported that a Streets, Sidewalks, & Sewers Committee meeting was held Friday, February 18th at 12:00 pm on site at 170 W. Davis St. The purpose of the meeting was to discuss Alley Vacation Petition #108 (Family of Faith LCMC). In attendance were City Engineer Matt Watson and Councilmembers Perkins, Lepard, Perry, and Iannantuono. City Engineer Matt Watson began the meeting by explaining that the purpose for the alley vacation is to merge 2 properties, both owned by Family of Faith LCMC, which would allow them to provide off street parking for future business needs. Councilmember Perkins asked how that alley would be divide if the properties were to be sold individually in the future. Engineer Watson explained the alley is divided evenly between the properties. Councilmember Lepard then proceeded to make a motion to have Director of Law Brent Howard prepare legislation for Alley Vacation Petition #108 and it was seconded by Councilmember Iannantuono. The motion carried with a vote of 4-0. With no further committee business to discuss the meeting adjourned at 12:03 pm. Respectfully submitted by, Zack Perkins, Chair.

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

REPORTS OF THE OFFICERS:

MAYOR AARON D. MONTZ

Mayor Montz introduced Tiffin Parks Director Bryce Kuhn and Recreation Operations Manager Mason Correll for a special announcement and the first proposal to Council about how to use the \$1.8 million ARPA funds from Covid to benefit the entire community, building foundations to continue to attract and keep young families in our city. Parks Director Kuhn explained that they would need Council's approval for the park project, which he outlined in a video presentation. He explained that the actual project began four years ago this May. There is a need because the all-accessibility ADA piece has been missing. The project would include transfer stations; a metal slide for those with cochlear implants, cozy pods and egg shapes for those with autism. The Rock n' Raft is also wheelchair accessible. This would be located at Hedges-Boyer Park where the current playground is and handicapped parking is available. They would also be revamping the concession stand and rest rooms, and there would be a communications board for the deaf. Surfacing would be poured in a playground rubber material, and it will be fully wheelchair accessible. This will offer use to markets we do not currently have, such as the Tiffin Developmental Center and School of Opportunity. Mayor Montz said there is nothing like this in the community. It is not just for kids with special needs as anyone can use it, such as handicapped and those with sensory issues; it would be helpful for grandparents as well. It would be the largest playground we have ever had and will be the biggest one in the area, making it a destination playground. City Administrator Thornton said it would be a great enhancement to the quality of life we offer in Tiffin; the current equipment is dated but still useful and will be relocated to other parks. It is a turnkey operation, so everything will be installed by this company. The equipment will come in 3-4 semis, so we would wait until the pool closes to install it. With a 16-week lead time to get the equipment and a month to be installed, the dedication would probably be mid-October. Councilmember Perry said he loved the project and it is very exciting. Kuhn said that the project has a high dollar value of \$716,000, but the life expectancy is 25 years. If paid all at once, there would be a \$71,000 savings. The Mayor added that the grant helps serve the under-utilized population and that this is a very eligible expense. ARPA funds are actually our tax dollars coming back to us. He said he would like to get this approved in order to maintain the pricing. Kuhn added that they were also partnering with Bascom Communications to get free WiFi out at Hedges-Boyer Park which can be accessed by watching short ads. Councilmember Perkins commented that they previously lived in Bowling Green, and they have a very nice park; to this day his daughter still talks about it. Councilmember Lepard said he remembered how much was spent on updating the equipment at Oakley Park and was surprised at getting this new

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equipment for this price. Kuhn said that the cost eight years ago was \$125,000-\$130,000 for Oakley. Kuhn added that there are 12 security cameras in three locations, and eight more are to be installed this spring with a bank of cameras at a new location. The Mayor noted that this is a big one-time expense but that pieces but will have to be replaced as needed. Mason Correll said he really appreciated Council's support of this project, as it will be a great addition to our City and park system. Councilmember Jones asked if there would be standing water with the new surface. Parks Director Kuhn explained that it is a porous material with stones underneath to allow for water to dispel. It is the same surfacing as at Oakley Park that was put in eight years ago and is holding up great. Nature Trails will be the same. The Mayor added that we can now put in parking lots and sidewalks now with the same type of permeable pavement. He said the timeline on the cost quoted was 15 days, so he hoped that the legislation could be approved at the April 5th meeting.

Councilmember Iannantuono moved to accept the park project and have the Director of Law prepare legislation; Councilmember Lepard seconded. Motion was approved on a voice vote of 6-0.

The Mayor then introduced Director of HR Deb Reamer, who presented her annual report on the Human Resources Department. Reamer explained that the HR Department is bound to customer service, employee retention, confidentiality and problem solving and to getting the right employees for the position. She explained the hiring process and new hire costs involved, such as physicals, drug screens, background checks, uniforms, turn-out gear, training, etc. Since there is a lot of cost involved in hiring an individual, it is very important to retain them once hired. She noted that the initial hire of a police officer can be around \$3,600 and around \$5,700 for a fireman. It is necessary to find and maintain the most valuable staff members in order to maximize their potential. In 2021 the City's staff consisted of 127 full-time and 10 part-time employees, plus seasonal employees for Parks and Rec and Public Works. Eight full-time employees left city employment in 2021, and 10 employees were promoted. Human Resources is directly responsible for the development of programs and processes that improve the work performance and environment of our employees, and it is important to foster the culture and develop an overall mission by making it a positive one. Reamer explained that it is essential to give your time and to be a good listener and mentor. Essential duties and responsibilities include developing/modifying HR policies and procedures to ensure compliance with applicable laws; providing training and support to Department Heads and Supervisors to ensure compliance with policies and procedures; providing advice to employees and supervisors to resolve employee relations, performance, promotion and/or discipline issues; resolving employee complaints and conduct investigations as needed; doing employee benefit enrollments and changes, unemployment claims, Cobra reporting; employment verifications and accessing the VIP payroll system; and acting as head liaison in insurance and benefit groups for the city for all employees and policies. She also handles FMLA leaves and is responsible for getting with the employee within five days of being notified. In 2021, 21 individuals were off on FMLA leave. Reamer also does the BWC claims and reviewed the BWC update for 2021 showing reduced claims and expenses over the past years. She pointed out that it is important to get employees to return to a suitable light-duty job as soon as possible in order to not only support their recovery but also reduce costs.

CLERK OF COUNCIL ANN FORREST: Regarding the Street Improvement Bonds being introduced under Ord. 22-22, Clerk of Council Forrest reported that she had received from Squire Patton Boggs the Bond Registrar Agreement, Bond Purchase Agreement, Continuing Disclosure Agreement and Fiscal Officer's Certificate, which will be held on file in her office.

DIRECTOR OF FINANCE KATHY KAUFMAN: No report.

DIRECTOR OF LAW BRENT T. HOWARD: Absent; no report.

WRITTEN COMMUNICATIONS:

Finance Director's Request for Legislation #22-7 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Park, Police, and Shade Tree budgets.

On file in Clerk of Council's office; legislation prepared under Ord. 22-21.

ORAL COMMUNICATIONS: None.

MOTIONS: None.

RESOLUTIONS:

Resolution 22-9, introduced by Zack Perkins and read for the third time.

A RESOLUTION DECLARING THE NECESSITY AND INTENTION OF THE CITY OF TIFFIN TO APPROPRIATE THE FEE SIMPLE INTEREST IN CERTAIN DESCRIBED REAL PROPERTY FOR THE PURPOSE OF MAKING AND REPAIRING A ROAD WHICH SHALL BE OPEN TO THE PUBLIC, WITHOUT CHARGE, KNOWN AS ELLA STREET RIVER BRIDGE.

Councilmember Perkins moved for passage; Councilmember Lepard seconded.

Roll call vote was taken on the passage, and it was approved 6-0.

Resolution 22-11, introduced by Dan Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S APPOINTMENT OF TRACI S. STARK TO SERVE A TERM ON THE TIFFIN CIVIL SERVICE COMMISSION, FROM THE EFFECTIVE DATE OF THIS RESOLUTION UNTIL DECEMBER 31, 2027.

Councilmember Perry moved for passage; Councilmember Rhoades seconded.

Roll call vote was taken on the passage, and it was approved 6-0.

Resolution 22-12, introduced by Dan Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S REAPPOINTMENT OF SALLY STINCHCOMB TO SERVE A FIVE YEAR TERM ON THE TAX INCENTIVE REVIEW COUNCIL FROM THE EFFECTIVE DATE OF THIS RESOLUTION UNTIL DECEMBER 31, 2026.

Councilmember Perry moved for passage; Councilmember Iannantuono seconded.

Roll call vote was taken on the passage, and it was approved 6-0.

ORDINANCES:

Ordinance 22-11, introduced by Zack Perkins and read for the third time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$150,000.00 IN THE SEWER ENGINEERING SERVICE EXPENSE LINE FOR THE HOUSEHOLD SEWER TREATMENT SYSTEMS (HSTS) ELIMINATION PROJECT.

Councilmember Perkins moved for passage; Councilmember Perry seconded.

Roll call vote was taken on the passage, and it was approved 6-0.

Ordinance 22-13, introduced by Jeff Rhoades and read for the second time.

ORDINANCE AUTHORIZING ALL ACTIONS NECESSARY TO ACCEPT A NORTHEAST OHIO PUBLIC ENERGY COUNCIL (NOPEC) ENERGIZED COMMUNITY GRANT, AND DECLARING AN EMERGENCY.

Councilmember Rhoades moved for passage; Councilmember Perkins seconded.

Roll call vote was taken on the passage, and it was approved 6-0.

Ordinance 22-15, introduced by Steve Lepard and read for the second time.

ORDINANCE AUTHORIZING THE CONVEYANCE OF PROPERTY TO ZRB BREWERS LLC OR ITS DESIGNEE ADJACENT TO 190 S. WASHINGTON STREET, TIFFIN, OHIO AS APPROVED BY THE MAYOR.

Ordinance 22-16, introduced by Ben Gillig and read for the second time.

ORDINANCE AMENDING SECTION 1129.04 OF TIFFIN CODIFIED ORDINANCES ESTABLISHING PLAN REVIEW, INSPECTION, AND TESTING FEES FOR SERVICES PROVIDED BY THE ENGINEER'S OFFICE FOR PRIVATE DEVELOPMENT INVOLVING PUBLIC INFRASTRUCTURE AND AMENDING SECTIONS 909.07(g) AND 909.09(a)(11) OF TIFFIN CODIFIED ORDINANCES ESTABLISHING INSPECTION FEES FOR SERVICES PROVIDED BY THE CITY ENGINEER'S OFFICE UNDER THE STORM WATER MANAGEMENT REGULATIONS.

Ordinance 22-18, introduced by Steve Lepard and read for the first time.

ORDINANCE TO REVISE THE CODIFIED ORDINANCES BY ADOPTING REPLACEMENT PAGES THERETO, AND DECLARING AN EMERGENCY.

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Ordinance 22-19, introduced by Zack Perkins and read for the first time.

ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A LOCAL PUBLIC AGENCY (LPA) CONTRACT FOR THE 2023 URBAN PAVING PROJECT, AUTHORIZING THE CITY ADMINISTRATOR TO PREPARE PLANS AND SPECIFICATIONS, ADVERTISE FOR AND RECEIVE BIDS, AND RECOMMEND AND EXECUTE A CONTRACT FOR THE PROJECT, AND DECLARING AN EMERGENCY.

Councilmember Perkins moved for suspension of the third-reading rule and passage; Councilmember Iannantuono seconded.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 6-0.

Ordinance 22-20, introduced by Zack Perkins and read for the first time.

ORDINANCE RESPONDING TO PETITION NO. 108 VACATING AN ALLEY IN DAVIS ESTATE ADDITION RUNNING EAST FROM OAK STREET IN THE SECOND WARD OF THE CITY OF TIFFIN, OHIO.

Ordinance 22-21, introduced by Zack Perkins and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE A TOTAL OF \$16,139.51 INTO THE PARK, POLICE AND SHADE TREE BUDGETS.

Councilmember Perkins moved for suspension of the three-reading rule and passage; Councilmember Perry seconded.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 6-0.

Ordinance 22-22, introduced by Zack Perkins and read for the first time.

AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF BONDS IN THE MAXIMUM PRINCIPAL AMOUNT NOT TO EXCEED \$3,250,000, FOR THE PURPOSE OF IMPROVING PROGRESS PARKWAY AND FAIR LANE BETWEEN CERTAIN TERMINI AND ADJACENT CITY PROPERTY BY GRADING, DRAINING, CURBING, PAVING, CONSTRUCTING SIDEWALKS, CURB RAMPS, SANITARY SEWERS, WATERLINES AND STORM SEWERS AND STORM WATER DETENTION BASINS AND INSTALLING AND IMPROVING CATCH BASINS, FIRE HYDRANTS, MANHOLES, STREET LIGHTING AND TRAFFIC SIGNS, SIGNALS AND SIGNALIZATION, WHERE NECESSARY, IN EACH CASE TOGETHER WITH THE NECESSARY APPURTENANCES AND WORK INCIDENTAL THERETO, INCLUDING CERTAIN RELATED AND REQUIRED IMPROVEMENTS TO U.S. ROUTE 224, COUNTY ROADS 1 AND 54 AND TOWNSHIP ROAD 18, AND ACQUIRING REAL ESTATE AND INTERESTS IN REAL ESTATE IN CONNECTION THEREWITH, AND DECLARING AN EMERGENCY.

OTHER BUSINESS:

Mayor Montz stated that the traffic signal at the intersection of Market St. and Frost Parkway in front of Kiwanis Manor would be under study starting March 1. The Engineers Office said the traffic count was way under volume. City Administration talked to the Kiwanis Manor, and they are okay with it.

ADJOURNMENT: 8:35 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Tuesday, February 22, 2022 at 6:45 p.m. in Council Chambers. Attending were Councilmembers Dawn Iannantuono, Ken Jones, Steve Lepard, Zackery Perkins, Daniel Perry and Jeff Rhoades; Ben Gillig was absent. Also attending were Mayor Aaron Montz, City Administrator Dale Thornton, Director of Finance Kathy Kaufman, Director of HR Deb Reamer, Parks Director Bryce Kuhn, Parks Recreation Operations Manager Mason Correll, and Director of Communications and Constituent Services Nick Dutro.

Mayor Montz asked for suspension of Ord. 22-19 to enter into an LPA contract with the state for the 2023 Urban Paving Project. He said the quicker we act on it to get out bids early, the better pricing we will receive. He also asked for suspension of Ord. 22-21 to use donations received, as well as for Ord. 22-13 for the NOPEC grant to make upgrades to the city building.

ADJOURNMENT: 6:48 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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MARCH 7, 2022 - REGULAR MEETING

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

ROLL CALL: Clerk of Council Ann Forrest recited roll call. Four councilmembers were present: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Daniel Perry (4th Ward) and Zackery Perkins (At Large) were present; Dawn Iannantuono (3rd Ward), Ben Gillig (At Large) and Jeff Rhoades (At Large) were absent. Also attending were Director of Law Brent T. Howard, City Administrator Dale Thornton, Director of Finance Kathy Kaufman, City Engineer Matt Watson and Director of Communications and Constituent Services Nick Dutro.

MINUTES: The February 22, 2022 Regular and Committee of the Whole meeting minutes were approved as written.

COMMITTEE REPORTS: No reports.

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

President Boyle announced a Special Council Meeting on Monday, March 14, 2022 at 5:00 p.m. in Council Chambers to discuss Ord. 22-24 (Mayor and Park budgets), Ord. 22-25 (contract for Hedges-Boyer playground equipment), and any other business Council may consider.

President Boyle also announced two Public Hearings to be held with Tiffin City Council on Monday, March 21, 2022. The first public hearing at 7:00 p.m. is for consideration of Ordinance 22-20, Ordinance responding to Petition No. 108 vacating an alley in Davis Estate Addition running east from Oak Street in the Second Ward of the City of Tiffin, Ohio. The second public hearing will immediately follow for consideration of Ordinance 22-18, Ordinance to revise the Codified Ordinances by adopting replacement pages thereto, and declaring an emergency.

REPORTS OF THE OFFICERS:

MAYOR AARON D. MONTZ

President Boyle reported on behalf of Mayor Montz, who was absent attending a NOPEC conference:

- Tiffin was ranked #10 by Site Selection out of 576 micropolitans in the nation for economic development projects.
- The first part of the ARPA fund spending has been determined.
- She congratulated Goodwill on their grand reopening.
- Boyle also congratulated Tiffin Calvert boys' basketball team for their accomplishments.

President Boyle introduced City Engineer Matt Watson for his annual review of the Engineering Department:

- **Staffing:** This is Watson's 4th year as City Engineer. Assistant Engineer Jason Morter is in his second year whose main duties are lead design engineer, lead GIS tech and manager of the permitting process. New Engineer Tech I Ryan Steinmetz started last Monday and is primarily the onsite inspector with plans to have him get his stormwater certification. Dan Brickner is the zoning inspector and the department's ARB representative; he also oversees the maintenance code. Engineering aide Dawn Wright was hired last year and is now a notary public. She manages sewer licenses and reviews certified payrolls and administrative work for boards and commissions such as the Planning Commission, Architectural Review Board, Zoning Review, etc. The next focus will be on staff development to cover the various scopes of work the department handles.
- **Functionality and Efficiency:** This has included scanning almost 17,000 master records by address and finalizing the zoning permit scanning using ArcGIS online. Sewer maps have been digitized with Brandon Burner overseeing the new GIS platform IMGIS housing all the data. Jason Morter will be the main GIS tech and will house all layers from his desktop. Piggybacking on Finance Director Kaufman's work, online payments went live on January 1st. Public updates on projects are being done on social media and the City's website. The fee schedule has been updated to match the county's fee schedule. Ord. 22-16 was essential with all the private development going on. A significant amount of time is needed to review private development, and these fees will offset the work on inspections. This ordinance has the potential to generate in excess of \$10,000 over the next years.

- Program Implementation and Management includes the Long Term Control Plan with \$58.6 million in 2016 of work to be done by 2040 and working to determine and update the inflation costs and identifying possible funding sources; Survey Monument Preservation; Traffic Signal Warrant Studies with three signals removed and the Market/Frost Parkway intersection under observation for 90 days and bagging for 60 days before determining its removal; preparing the official plan for the ADA Transition Plan Development; Culvert Inspection Program; Bridge Inspection Program; Storm Water Management Program approved by the City three years ago for the EPA and which now requires third party professional inspections that the Engineers Office will be able to do as a result of Ord. 22-16 and generate revenue at a fraction of the cost for citizens; Active Transportation Plan and two projects that are being worked on; and the Street Paving Program for which in December they drove all city streets and assigned a 1 to 5 rating and updated the Paving Log. There has been an increase in collaboration with Aqua and Columbia Gas by having their three-year plans and not having to dig up the streets within five years of their being paved unless it is an emergency.
- Permits: 332 permit applications of various types were processed in 2021, with 36 hearings held. 26 of the sewer permits required inspection.
- Grants: One of the main goals was to leverage local funds with grant applications. Since 2018 nearly \$5.4 million has been brought in and implemented in excess of \$7 million in local, state and federal grant funds for community and infrastructure projects. The main reason we are so successful is due to the road and bridge levy. In 2021 \$1.4 million in grants were awarded, and the Engineering Office will continue to pursue everything out there.
- Projects completed in 2021 were the Railroad Safety Curb Project, East Market & East Perry Street Railroad Safety Project, Shawhan Avenue Roadway Improvement Project, Downtown Stamped Concrete Crosswalk Project, Annual Pavement Repair Program, OPWC Pavement Repair Program, Urban Paving Project and WPCC Upgrades. The objective was to reduce the amount of money spent on consultants by overseeing as many phases of each project as possible internally with the City Engineer's Office.
- 2022 Construction Projects are the 2022 Pavement Repair Program \$719,257 (Helms & Co.), Nature Trails Park Improvements Project (\$121,551.00, of which \$120,000 is funded by CDBG), Rock Creek Wall Project (\$88,869.57), Ella Street River Bridge Replacement Project (estimated construction approx.. \$3,930,925 with \$2,000,000 funded by ODOT Municipal Bridge (Federal) and \$500,000 funded by OPWC) and the 2023 Urban Paving Project for Curb Ramps, estimated \$33,000). The paving was awarded to Helms & Sons for a base bid only due to Ella St. Bridge costs. A few months ago the Ella St. Bridge was \$3.4 million and it is now estimated at \$3.9 million.
- 2022 Design Projects include the Ella Street River Bridge Replacement Project, East Perry Street Reconstruction Project, CSO Basin 24 & 30 Inflow Reduction Project, CSO Basin 16 Inflow Reduction Project, 2023 Annual Street Resurfacing Project, 2023 Urban Paving Project, HSTS Elimination Project, Trail Connectivity Project and the South River Road Trail Project.
- Bridge Appraisal Ratings: The City is responsible for maintaining 13 bridges; any bridge on a state route is ODOT's responsibility. The ODOT Municipal Inspection Program is at no charge; it was previously on an annual basis but now is a reliability-based program and some may qualify for every two years. Overall ours are in pretty good condition.
- Culvert Appraisal Ratings: There are a total of 11 culverts, and inspection is done by the Engineering Department. Two are to be replaced in the next five years. Inspections are not done for private development.
- Five Year Goals in construction and design were outlined.
- Five Year Office Goals are: continue to monitor and improve traffic flow within the City of Tiffin, digitize sewer maps (paper to GIS/AutoCAD), develop a connected trail system per the City's Active Transportation Plan, finalize the CSO 17 (Liberty Street Sewer Separation Project), scan all City Zoning Permits, improve project-based public relations through social media and develop staff to promote sustainability while also providing a high level of service.

President Boyle said it was very impressive, and she appreciated all his work. Councilmember Leopard asked if there were any private culverts within the city. Watson said yes, there were some under driveways, etc., but they are only tracking under roadways. Leopard asked if a resident had a culvert under a driveway or slope that was deteriorating, was it something we take care of. Watson said that if it was access through our right-of-way to a driveway, they should contact him. Councilmember Jones asked how Helms & Sons compared to M&B Asphalt. Watson said this year they just have these two bids; past roads have held up and they did a good job. City Administrator Thornton noted how proud they are with what Matt Watson does and how much his office gets

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done, noting it was a reflection of what happens in the department since prioritizing their use of time is essential to getting the most important work done.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN:

Director of Finance Report for the month ending:	FEBRUARY 28, 2022
Total Receipts for the month:	\$3,056,488.26
Total Expenses for the month:	\$2,606,523.93
The General Fund unencumbered balance:	\$3,646,138.31

The income tax receipts for February 2022 are \$861,971.94. The total annual increase in income tax receipts in February 2022 compared to January 2021 is \$115,871.20. The total year to date increase overall is 23.58%.

The .25% portion of income tax receipts that was transferred into fund 215 for public streets for February 2022 is \$105,404.07.

The unexpended balance for all funds is **\$33,015,781.50**, which is the same as the bank balances for the same time period.

Councilmember Jones asked how the outstanding checks were handled, and Director of Finance Kaufman explained that a personal letter is sent out by one of her staff and followed up each year. The write offs are done in one batch and must be more than one year old. Councilmember Lepard added that people can be reimbursed that money for up to five years.

Councilmember Lepard moved to accept the finance report as presented and the bank reconciliation emailed to Council; Councilmember Perkins seconded. Motion was approved on a voice vote of 4-0.

DIRECTOR OF LAW BRENT T. HOWARD:

Director of Law Howard reported that Ord. 22-15 regarding Hoptometry and Ord. 22-16 regarding Engineering Office fees were up for third reading, and since neither had emergencies both could be passed with four people.

The City did receive a civil lawsuit filed by Alexandria Orta naming Judge Repp as defendant. They have contacted the City's insurance carrier to see whether legal counsel will have to be engaged.

The easement from Heidelberg University mentioned under Ord. 22-1 to access, do repairs and maintain the wall under the Rock Creek Wall Project was signed by Heidelberg University and recorded today, so the City can move forward.

He also reported that Council received a letter from the Tiffin Fire Union, which has been forwarded to City Administration.

WRITTEN COMMUNICATIONS:

Mayor's Request for Legislation #22-08 – Increase to 297 American Rescue Plan Act

Director of Law Howard explained that only a part of this request was included in legislation prepared under Ord. 22-25 and suggested the other parts be referred to the Finance Committee.

Finance Director's Request for Legislation #22-8 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Mayor and Park Budgets (\$2,500 and \$3,100).

On file in Clerk of Council's office; legislation prepared under Ord. 22-24.

Finance Director's Letter dated February 25, 2022 – Unclaimed Funds as per Attached List

On file in Clerk of Council's office.

ORAL COMMUNICATIONS: None.

MOTIONS: None.

RESOLUTIONS: None.

ORDINANCES:

Ordinance 22-15, introduced by Steve Lepard and read for the third time.

ORDINANCE AUTHORIZING THE CONVEYANCE OF PROPERTY TO ZRB BREWERS LLC OR ITS DESIGNEE ADJACENT TO 190 S. WASHINGTON STREET, TIFFIN, OHIO AS APPROVED BY THE MAYOR.

Councilmember Lepard moved for passage; Councilmember Perry seconded.

Discussion: Councilmember Lepard explained that the property to be transferred is a several foot wide piece of a vacant alley plus a wall. He said it will be a great benefit to ZRB Brewers and to the City as well, since the wall could be a liability.

Roll call vote was taken on the passage, and it was approved 4-0.

Ordinance 22-16, introduced by Ben Gillig and read for the third time.

ORDINANCE AMENDING SECTION 1129.04 OF TIFFIN CODIFIED ORDINANCES ESTABLISHING PLAN REVIEW, INSPECTION, AND TESTING FEES FOR SERVICES PROVIDED BY THE ENGINEER'S OFFICE FOR PRIVATE DEVELOPMENT INVOLVING PUBLIC INFRASTRUCTURE AND AMENDING SECTIONS 909.07(g) AND 909.09(a)(11) OF TIFFIN CODIFIED ORDINANCES ESTABLISHING INSPECTION FEES FOR SERVICES PROVIDED BY THE CITY ENGINEER'S OFFICE UNDER THE STORM WATER MANAGEMENT REGULATIONS.

Councilmember Lepard moved for passage; Councilmember Perkins seconded.

Discussion: Councilmember Lepard noted the information already provided by City Engineer Watson to support establishing these fees, and Councilmember Jones added that this would generate additional funds for the City.

Roll call vote was taken on the passage, and it was approved 4-0.

Ordinance 22-18, introduced by Steve Lepard and read for the second time.

ORDINANCE TO REVISE THE CODIFIED ORDINANCES BY ADOPTING REPLACEMENT PAGES THERETO, AND DECLARING AN EMERGENCY.

Ordinance 22-20, introduced by Zack Perkins and read for the second time.

ORDINANCE RESPONDING TO PETITION NO. 108 VACATING AN ALLEY IN DAVIS ESTATE ADDITION RUNNING EAST FROM OAK STREET IN THE SECOND WARD OF THE CITY OF TIFFIN, OHIO.

Ordinance 22- 22, introduced by Zack Perkins and read for the second time.

AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF BONDS IN THE MAXIMUM PRINCIPAL AMOUNT NOT TO EXCEED \$3,250,000, FOR THE PURPOSE OF IMPROVING PROGRESS PARKWAY AND FAIR LANE BETWEEN CERTAIN TERMINI AND ADJACENT CITY PROPERTY BY GRADING, DRAINING, CURBING, PAVING, CONSTRUCTING SIDEWALKS, CURB RAMPS, SANITARY SEWERS, WATERLINES AND STORM SEWERS AND STORM WATER DETENTION BASINS AND INSTALLING AND IMPROVING CATCH BASINS, FIRE HYDRANTS, MANHOLES, STREET LIGHTING AND TRAFFIC SIGNS, SIGNALS AND SIGNALIZATION, WHERE NECESSARY, IN EACH CASE TOGETHER WITH THE NECESSARY APPURTENANCES AND WORK INCIDENTAL THERETO, INCLUDING CERTAIN RELATED AND REQUIRED IMPROVEMENTS TO U.S. ROUTE 224, COUNTY ROADS 1 AND 54 AND TOWNSHIP ROAD 18, AND ACQUIRING REAL ESTATE AND INTERESTS IN REAL ESTATE IN CONNECTION THEREWITH, AND DECLARING AN EMERGENCY.

Ordinance 22-23, introduced by Ken Jones and read for the first time.

ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO GRANT AN EASEMENT FROM THE CITY OF TIFFIN, OHIO TO THE PROTESTANT EPISCOPAL CHURCH KNOWN AS TRINITY CHURCH AND ALSO KNOWN AS OLD TRINITY CHURCH FOR AN ENCOACHMENT ON CITY PROPERTY AT 125 E. MARKET STREET, AND DECLARING AN EMERGENCY.

Ordinance 22-24, introduced by Zack Perkins and read for the first time.

ORDINANCE AMENDING THE 2022 BUDGET ORDINANCE NO. 21-105 TO APPROPRIATE A TOTAL OF \$5,600.00 INTO THE MAYOR AND PARK BUDGETS FOR THE SPRING AND FALL CLEANUP OF THE EAST GREEN.

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Ordinance 22-25, introduced by Zack Perkins and read for the first time.

ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT FOR PLAYGROUND EQUIPMENT AT HEDGES-BOYER PARK WITH GAMETIME USING OMNIA PARTNERS COOPERATIVE PURCHASING PROGRAM, AMENDING THE 2022 BUDGET ORDINANCE NO. 21-105 TO APPROPRIATE \$708,872.78 FOR THE EXPENSE, AND DECLARING AN EMERGENCY.

OTHER BUSINESS:

Councilman Perry asked about the importance of having a special Council meeting for Ord. 22-24 and Ord. 22-25. Director of Law Howard explained that some of the equipment costs for Ord. 22-25 may go up if we do not lock in the price by March 12. He said he would contact Parks Director Bryce Kuhn since this date falls on a Saturday, in the hope he can get it extended to the first of the week. Regarding Ord. 22-24, City Administrator Thornton explained that the purchase order needs to be open for the spring cleaning of the National Corner, which will then be reimbursed to us by the East Green Foundation.

ADJOURNMENT: 8:25 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3791

COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Monday, March 7, 2022 at 6:45 p.m. in Council Chambers. Attending were Councilmembers, Ken Jones, Steve Lepard, Zackery Perkins and Daniel Perry; Councilmembers Dawn Iannantuono, Ben Gillig and Jeff Rhoades were absent. Also attending were Director of Law Brent T. Howard, City Administrator Dale Thornton, Director of Finance Kathy Kaufman, City Engineer Matt Watson and Director of Communications and Constituent Services Nick Dutro.

President Boyle explained that since only four council members were present, there was no quorum and therefore no suspensions could be requested.

President Boyle said she would announce a Special Council Meeting during the regular meeting for Monday, March 14, 2022 at 5:00 p.m. to discuss Ord. 22-24 and Ord. 22-25, and any other business that come before it.

Director of Law Howard explained that procedurally a Public Hearing should be announced regarding the alley vacation under Ord. 22-20 during the March 21, 2022 meeting right after roll call.

Councilmember Jones said he had received an email from Theresa Reino of Tiffin AmVets regarding the Seneca County Military Tribute Banners Project and placing military banners throughout the city, noting that she had orders for 220 banners with some on the waiting list. Brandon Burner drove the city streets and came up with about 70 other locations. Jones added that he would like to be any committee that might be set up for this. Councilmember Lepard pointed out that they had been instructed early in the process that downtown city streetlamps could not be bannered by the veterans' association because the Downtown Development Committee had banners for Tiffin's 200th anniversary. They were told they would need to contact parking lots like the mall, Westgate and the Seneca County Fairgrounds. The City never promised them poles. City Administrator Dale Thornton said he had them sign a Memorandum of Understanding with Brandon Burner as their point of contact; he is still working with them because they have more banners than poles. Reino wanted the City to hang the banners, which we cannot do because it requires a qualified person to do it. She is also asking to hang the banners in ways we expressly told her we could not do, such as double-sided. He said we would be happy to sit down with any member of Council to work on it. Thornton added that it would not be wise to have banners hanging over the roadway since trucks would destroy them, and it would be safer to have them on the sidewalk side. Thornton also noted that all downtown banners belong to TSEP and the two universities.

ADJOURNMENT: 6:56 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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MARCH 14, 2022 – SPECIAL MEETING

Tiffin City Council met for a special meeting in accordance with Codified Ordinance Section 121.03. Council President Bridget Boyle opened the meeting at 5:00 p.m. in Council Chambers. The invocation was given, and the Pledge of Allegiance was recited.

ROLL CALL: Clerk of Council Ann Forrest recited roll call. Five councilmembers were present: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Dawn Iannantuono (3rd Ward), Daniel Perry (4th Ward) and Zackery Perkins (At Large) were present; Ben Gillig (At Large) and Jeff Rhoades (At Large) were absent. Also attending were Mayor Aaron D. Montz, Director of Law Brent T. Howard, and Advertiser-Tribune reporter Nicole Walby.

SPECIAL MEETING ANNOUNCEMENT: This is the notice, in compliance with Charter Section 3.09(B), to announce a Special Meeting of Tiffin City Council on Monday, March 14, 2022 at 5:00 p.m. in Council Chambers at City Hall. For consideration: To discuss Ord. 22-24 (Mayor and Park budgets), Ord. 22-25 (contract for Hedges-Boyer playground equipment) and any other business Council may consider.

MINUTES: None.

COMMITTEE REPORTS: No reports.

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

REPORTS OF THE OFFICERS:

MAYOR AARON D. MONTZ

Mayor Montz announced that Fire Chief Rob Chappell would present his annual report at the next meeting.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN: Absent, no report.

DIRECTOR OF LAW BRENT T. HOWARD: No report.

WRITTEN COMMUNICATIONS: None.

ORAL COMMUNICATIONS:

Judge Michael Kelbley, who will be retiring at the end of the year as probate judge, thanked Council for 34 years of support since he became judge in 1988. Council members also thanked him for his service and leadership. Director of Law Howard thanked him for his service as well, noting that he came to Tiffin the same year Kelbley started, and he always appreciated how he treated attorneys.

MOTIONS:

- A) Councilmember Perkins moved to read Ordinances 22-24 and 22-25 be read in their entirety; Councilmember Perry seconded. On a voice vote, motion was approved 5-0.
- B) Councilmember Iannantuono moved to temporarily hold meetings via Zoom, beginning with the March 21st meeting and deciding meeting by meeting; Councilmember Jones seconded. Roll call vote was taken and motion was approved 5-0.

RESOLUTIONS: None.

ORDINANCES:

Ordinance 22-24, introduced by Zack Perkins and read for the second time.

ORDINANCE AMENDING THE 2022 BUDGET ORDINANCE NO. 21-105 TO APPROPRIATE A TOTAL OF \$5,600.00 INTO THE MAYOR AND PARK BUDGETS FOR THE SPRING AND FALL CLEANUP OF THE EAST GREEN.

Councilmember Perkins moved for suspension of the three-reading rule and passage; Councilmember Lepard seconded.

Roll call votes were taken on the suspension and passage, and both were approved 5-0.

3793

Ordinance 22-25, introduced by Zack Perkins and read for the second time.

ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT FOR PLAYGROUND EQUIPMENT AT HEDGES-BOYER PARK WITH GAMETIME USING OMNIA PARTNERS COOPERATIVE PURCHASING PROGRAM, AMENDING THE 2022 BUDGET ORDINANCE NO. 21-105 TO APPROPRIATE \$708,872.78 FOR THE EXPENSE, AND DECLARING AN EMERGENCY.

Councilmember Perkins moved for suspension of the three-reading rule and passage; Councilmember Iannantuono seconded.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 5-0.

OTHER BUSINESS:

President Boyle referred to the Mayor’s email to Council regarding the opportunity to do virtual meetings through June 30 due to scheduling conflicts for Council members and not related to the pandemic. Councilmember Iannantuono said she really appreciated everyone’s patience as she is facing the possibility of one or two more surgeries. Councilmember Jones said he is going to help with his sister in Virginia for three to four weeks, and Councilmember Rhoades has accepted a new position that will require him to be out of state for certain periods over the next couple of months. President Boyle said they looked into only certain members doing the meetings virtually, but it is all or nothing. Councilmember Lepard said he would prefer to be in Chambers and not to do it via Zoom even if it meant coming in the additional days that would be needed. He asked if it would be possible for them to do it through a different technology. Mayor Montz said they looked into it, but it would cost several thousand dollars to purchase the additional equipment needed for perhaps seven meetings. He said he also felt it would be unreasonable to ask department heads to come in for additional meetings. Director of Law Howard explained that Council can declare the place of meetings on a meeting by meeting basis. Councilmember Iannantuono said she understood Councilmember Lepard’s points but thought it would be best to do via Zoom at least over the next over the several weeks. Councilmember Jones said he was okay with using Zoom as long as the public knew why, when and where. Councilmember Perry noted that one of best things about Zoom was the number of people who watched and participated when they wouldn’t come to the meetings. Councilmember Perkins said that playing it by ear was more realistic, but he did not want it done on a blanket basis through the next three months. Councilmember Lepard said he was not in favor of spending thousands of dollars for a temporary system or for bringing department heads in extra hours, but he was also sensitive to the needs of the other members. *See Motion B.*

ADJOURNMENT: 5:31 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3794

MARCH 21, 2022 – 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. via Zoom. The invocation was given, and the Pledge of Allegiance was recited.

ROLL CALL: President Boyle announced that Clerk of Council Ann Forrest was not able to attend, and in accordance with Tiffin Codified Ordinances Section 123.02 she was appointing Director of Law Howard as Acting Clerk of Council for this meeting. Howard recited roll call, and seven councilmembers were present: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Dawn Iannantuono (3rd Ward), Daniel Perry (4th Ward), Ben Gillig (At Large), Zackery Perkins (At Large) and Jeff Rhoades (At Large) were present. Also attending were Mayor Aaron D. Montz, Director of Law Brent T. Howard, City Administrator Dale Thornton, Director of Finance Kathy Kaufman and Director of Communications and Constituent Services Nick Dutro.

PUBLIC HEARING I: A public hearing with Tiffin City Council was opened at 7:03 p.m. for the consideration of: Ordinance 22-20, Ordinance responding to Petition No. 108 vacating an alley in Davis Estate Addition running east from Oak Street in the Second Ward of the City of Tiffin, Ohio. Councilmember Jones asked why Director of Law Howard had said that the ordinance needed to be changed from East to West. Howard explained that the change was only in the title of the ordinance because it was saying that it was running a direction east from Oak Street, and if you look at the map attached to the ordinance, it is running west from Oak Street. If you don't correct it would indicate that it is running the wrong direction from Oak Street. This is an alley that runs west from Oak Street and therefore it is important to make the change. With no further input, the public hearing was closed at 7:09 p.m.

PUBLIC HEARING II: A public hearing with Tiffin City Council was opened at 7:09 p.m. for consideration of Ordinance 22-18, Ordinance to revise the Codified Ordinances by adopting replacement pages thereto, and declaring an emergency. There being no public input, the public hearing was closed at 7:11 p.m.

MINUTES: None.

COMMITTEE REPORTS: No reports.

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

REPORTS OF THE OFFICERS:

MAYOR AARON D. MONTZ

Mayor Montz presented a proclamation declaring March 2022 as Development Disabilities Awareness Month. He encouraged citizens to stand alongside the Opportunity Center and our other facilities in the area. He introduced Lou Hurst, superintendent of the Seneca County Board of Development Disabilities, and Trinity Lescallet, Don and David from the School of Opportunity. Hurst thanked Council and the community for their support. He said last year with Covid they moved into the Tiffin Mercy Optima building, which they are looking to purchase along with the Tiffin Cancer Center as an adult day program to create greater access for adults with development disabilities for employment and social recreational opportunities. They would then use the older building as a school due to the growing demand for an autism school. Hurst added that over the past year they helped build 12 independent businesses to help meet the demand for independent providers to go into individuals homes and support them residentially. Don and David invited Council and the public to attend the upcoming Celebrity Basketball Game on March 31 and their Palm Sunday Dinner (drive-thru only) on April 1.

The Mayor stated that the Tiffin Fire Rescue Division annual report would be pushed back to the first meeting in June since Fire Chief Chappell preferred to present it in person. Parks Director Bryce Kuhn will give his annual report at the next meeting in April.

He reported that the financial results for the month were down about 4% or approximately \$30,000 in revenue when compared to last year's total, but for this year we are still ahead YTD about 14% or approximately \$368,000. Financially the City's health looks very rosy, and in few weeks we will have the 1st Quarter results.

Bulk pick up will be the week of June 6-10, 2022.

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As approved by Council, the Board of Control has selected OHM to do the Trails Master Plan and the design work for the Tiffin Trail System. They are a large company specialized in trail systems and recently completed the Bicentennial Trail that was put in Columbus where their offices are located. We also found out that a couple of the people from OHM have ties to Tiffin and grew up here.

A committee has been formed at City Hall with some private individuals to work on how we can improve the housing situation in Tiffin. We are in need of starter homes all the way through pricier options, as well as rental units. This committee is going to start meeting regularly to try to come up with some solutions. They have also been in contact with State Rep. Gary Click and Sen. Bill Reineke for ways the State could facilitate some of this. He added that home builders have said that the margins are just not there for them to take the plunge to put in more homes.

There will be a Zoning Board of Appeals meeting on Tuesday, March 22, immediately followed by an Architectural Board of Review meeting to discuss riverfront development by Eduardo Hernando on a separate contract with a private individual for multi-unit housing.

City Administration is continuing to work on City's bonding process and moving forward with changing our notes to long-term bonds for the Progress Parkway Project that was completed a few years ago. There has been additional interest in the site, and we are hopeful that next year we may have a third development there. On April 26th we will be going before the board at Moody's to have our credit rating reevaluated and updated.

Last week the Architectural Board of Review approved the exterior renovations to the Finance office, which has not been remodeled in approximately 30 years. The numbers have been included in the budget. It needs to become ADA compliant and some privacy issues have to be taken care of. Personnel will be scattered throughout City Hall for 90-120 days during the renovation process. The building itself will be connected to City Hall so that you do not have to walk outside to get to it.

City curb installation will begin the week of April 11 ahead of the street paving which will begin mid-June.

The Second Ward's Nature Trails Park construction will begin the week of April 18th for about three to four weeks. We are working on a ribbon cutting with the Chamber of Commerce since it will be a full renovation, and it will probably be held late May.

The Parks Department will have the groundbreaking on August 15 for the new all-inclusive park at Hedges-Boyer Park. We expect it to be completed by late September or early October. It will be Tiffin's largest playground.

The Mayor gave kudos to Nick Dutro who has partnered with CGI Communications to do three or four videos at no charge to promote Tiffin on our website and on social media.

The City has retained the services of Squires Patton and Boggs related to the matter with Mark Repp and Tiffin Municipal Court.

Events:

- The ribbon cutting for the new ownership of Bair Brothers will be held March 24th at 4:00 p.m.
- March 25th is the kick-off event at the Ritz for Tiffin's Bicentennial celebration. We have received a replica of the 1822 United States flag.
- March 31st is the School of Opportunity's Celebrity Basketball game at Heidelberg University.
- April 2nd is the Oakley Park Clean-Up.

CLERK OF COUNCIL ANN FORREST: Absent, no report.

DIRECTOR OF FINANCE KATHY KAUFMAN: No report.

DIRECTOR OF LAW BRENT T. HOWARD: No report.

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WRITTEN COMMUNICATIONS:

Finance Director's Request for Legislation #F22-9 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Fire and Parks Budgets.

On file in Clerk of Council's office; legislation prepared under Ord. 22-26.

Finance Director's Request for Legislation #F22-10 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Council Clerk and Parks Budgets.

On file in Clerk of Council's office; legislation prepared under Ord. 22-29.

Mayor's Request for Legislation #22—09 to approve the recommendations of the Tax Incentive Review Council.

Referred to Law & Community Planning Commission

Notice from Ohio Division of Liquor Control regarding a transfer of the liquor permit to Parkhurst Dining LLC dba Heidelberg University from Eat and Park Hospitality Group, dba Heidelberg University.

Referred to Streets, Sidewalks and Sewers Committee. Councilmember Perkins, Chair, stated that the committee authorized the Clerk of Council to sign and return the notice with no hearing required.

ORAL COMMUNICATIONS: None.

MOTIONS:

- A) Councilmember Perkins moved to amend Ordinances 22-20 from "East" to "West"; Councilmember Perry seconded. Roll call vote was taken, and the motion was approved 7-0.
- B) Councilmember Lepard moved for the next regular Council meeting on April 4th to be moved to the Zoom platform; Councilmember Gillig seconded. On a voice vote, motion was approved 7-0.

RESOLUTIONS: None.

ORDINANCES:

Ordinance 22-18, introduced by Steve Lepard and read for the third time.

ORDINANCE TO REVISE THE CODIFIED ORDINANCES BY ADOPTING REPLACEMENT PAGES THERETO, AND DECLARING AN EMERGENCY.

Councilmember Lepard moved for passage; Councilmember Iannantuono seconded.

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

Amended Ordinance 22-20, introduced by Zack Perkins and read for the third time.

ORDINANCE RESPONDING TO PETITION NO. 108 VACATING AN ALLEY IN DAVIS ESTATE ADDITION RUNNING EAST FROM OAK STREET IN THE SECOND WARD OF THE CITY OF TIFFIN, OHIO.

Councilmember Perkins moved for passage; Councilmember Jones seconded.

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

Ordinance 22-22, introduced by Zack Perks and read for the third time.

AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF BONDS IN THE MAXIMUM PRINCIPAL AMOUNT NOT TO EXCEED \$3,250,000, FOR THE PURPOSE OF IMPROVING PROGRESS PARKWAY AND FAIR LANE BETWEEN CERTAIN TERMINI 7 AND ADJACENT CITY PROPERTY BY GRADING, DRAINING, CURBING, PAVING, CONSTRUCTING SIDEWALKS, CURB RAMPS, SANITARY SEWERS, WATERLINES AND STORM SEWERS AND STORM WATER DETENTION BASINS AND INSTALLING AND IMPROVING CATCH BASINS, FIRE HYDRANTS, MANHOLES, STREET LIGHTING AND TRAFFIC SIGNS, SIGNALS AND SIGNALIZATION, WHERE NECESSARY, IN EACH CASE TOGETHER WITH THE NECESSARY APPURTENANCES AND WORK INCIDENTAL THERETO, INCLUDING CERTAIN RELATED AND REQUIRED IMPROVEMENTS TO U.S. ROUTE 224, COUNTY ROADS 1 AND 54 AND TOWNSHIP ROAD 18, AND ACQUIRING REAL ESTATE AND INTERESTS IN REAL ESTATE IN CONNECTION THEREWITH, AND DECLARING AN EMERGENCY.

Councilmember Perkins moved for passage; Councilmember Rhoads seconded.

Discussion: Councilmember Jones said there was talk months ago of having Fair Lane going out from Euclid Ave. to US 224 and asked if it was part of this bond. Mayor Montz said that we did short-term financing until the project was completed, and now that all the bills are paid we are rolling this into a long-term note at a lower interest now that we know what that total cost will be. The plan is eventually for Fair Lane to tie into the other end and across to E. Market

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Street, but that will not occur until a few more businesses locate on that site and we see how it develops. It could be another five years before we see that happen.

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

Ordinance 22-23, introduced by Ken Jones and read for the second time.

ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO GRANT AN EASEMENT FROM THE CITY OF TIFFIN, OHIO TO THE PROTESTANT EPISCOPAL CHURCH KNOWN AS TRINITY CHURCH AND ALSO KNOWN AS OLD TRINITY CHURCH FOR AN ENCROACHMENT ON CITY PROPERTY AT 125 E. MARKET STREET, AND DECLARING AN EMERGENCY.

Ordinance 22-26, introduced by Steve Lepard and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$1,015.00 INTO THE FIRE/RESCUE DIVISION BUDGET FOR A TRAINING REIMBURSEMENT GRANT AND \$2,000.00 INTO THE PARK AND RECREATION BUDGET FOR A NOPEC GRANT.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Gillig seconded.

Discussion: Councilmember Lepard explained that this was essentially money-in, money out situation for two grants to give them the opportunity to use the money. He also thanked NOPEC for their grant.

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

Ordinance 22-27, introduced by Steve Lepard and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE FUNDS RECEIVED UNDER THE AMERICAN RESCUE PLAN ACT.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Iannantuono seconded.

Discussion: Councilmember Lepard explained that the 2022 Budget needed to be mended in the American Rescue Plan Act by reducing/increasing property and equipment lines in various departments. Councilmember Jones said he thought that ARPA was money coming in, and asked why we were reducing the Sewer Department line by \$1.6 million when these extra funds were coming in. Mayor Montz explained that when we passed the budget we had to have a place to put these special funds so they did not comingle with monies in the General Fund since they were only to be used for ARPA-type expenses. That is why it is being reduced by \$1.6 million. .

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

Before taking any further action, Director of Law Howard asked that Ord. 22-28 be amended to correct line two of the title to read 2022 instead of 2021.

Councilman Lepard moved for Ord. 22-28 to be amended to read 2022 in the second line of the title, not 2021.

Councilmember Perry seconded. *Discussion: Councilmember Jones asked who formed the Board of Control mentioned in the ordinance. Director of Law Howard explained that this was discussed in the recent Charter Review and Section 8.02 sets forth that the Board of Control consists of the Mayor, City Administrator and Director of Finance to award all contracts on behalf of the city at the end of the bidding process.*

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

Amended Ordinance 22-28, introduced by Steve Lepard and read for the first time.

ORDINANCE AUTHORIZING PARTICIPATION IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2022 OR THE CITY ADMINISTRATOR TO COMPETITIVELY BID FOR THE PURCHASE OF ROAD SALT, AND DECLARING AN EMERGENCY.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Rhoades seconded.

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

Ordinance 22-29, introduced by Steve Lepard and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$1,875.00 INTO THE COUNCIL CLERK BUDGET AND \$1,250.00 INTO THE PARK & RECREATION BUDGET, AND TO CORRECT AN APPROPRIATION FOR THE MAYOR'S OUTSTANDING INVOICE IN ORDINANCE NO. 22-24.

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Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Perry seconded.

Discussion: Councilmember Jones asked about the amounts in question. Councilmember Lepard explained that the \$1,875.00 added to the Clerk's line was to pay for the invoice for the Codified Ordinances supplements.

Director of Finance Kaufman added that only \$1,250.00 was added to the Parks Department line for a new total of \$91,142.88 in that section.

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

OTHER BUSINESS:

Councilmember Gillig thanked Mayor Montz for his statement regarding the situation at Tiffin City Schools and the need for Tiffin to really support the community. He said that just that afternoon he was walking with his sons ages six and four who were cutting through yards, which was wonderful to see, but it occurred to him that if they were teenagers or middle school kids would they had that kind of a reception. He wanted to remind the public that even though they looked like many adults, they are strong and just doing amazing things, but they are just kids. They have been through so much in the last few years, and so much trauma. He wanted to encourage the public, especially the adults in the community, to show them as much love and compassion as we possibly can because the trauma will stick with them and we will have an epidemic of all sorts of problems in the very near future if we don't take some steps now.

Councilmember Lepard thanked Mr. Randy Swartz who had wanted to thank Council during comments for the passage of the alley vacation under Ord. 22-20.

Councilmember Lepard also scheduled a Law & Community Planning Committee meeting for Monday, March 28, 2022 at 4:30 p.m. in the Hayes Meeting Room to discuss Mayor's Request for Legislation #22-09 regarding Tax Incentive Review Council recommendations, and any other business that may come before it.

ADJOURNMENT: 8:20 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3799

COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Monday, March 21, 2022 at 6:45 p.m. via Zoom. Attending were Councilmembers Ben Gillig, Dawn Iannantuono, Ken Jones, Steve Lepard, Zackery Perkins, Daniel Perry and Jeff Rhoades. Also attending were Mayor Aaron D. Montz, Director of Law Brent T. Howard, City Administrator Dale Thornton, Director of Finance Kathy Kaufman and Director of Communications and Constituent Services Nick Dutro.

Mayor Montz requested suspension of Ord. 22-26 for two donations received, one for the Tiffin Fire Rescue Division from a grant, and the other a \$2,000 grant for the Parks Department. He said they like to utilize grant dollars or donations that the city receives as soon as possible so we can show those entities that we are putting their money to good use. He also requested suspension of Ord. 22-27 to appropriate some of the funds that we received under the ARPA that we have already discussed with Council; Ord. 22-28 to allow us to purchase road salt to get a better price through ODOT whose deadline is at the end of the month; and Ord. 22-29 to correct the line number was put in the previously passed ordinance in order to spend these two budgetary items.

Director of Law Brent Howard asked that under Motions, Council ask to amend Ord. 22-20 vacating an alley by changing the word “East” to “West” in the title. The actual substance in the body is correct. Council should also have a discussion tonight whether to hold the next meeting via Zoom or in person, and he asked that there be a motion to be voted on for clarity for the public. He also explained that Ord. 22-3, the ordinance that would amend certain sections of the City’s income tax code to continue the ¼% road and bridge levy, has to remain on the table for approval by the public in the primary which hopefully be held in May. It would then be brought off the table to be voted on based on the outcome of the primary. Councilman Gillig asked if the date of the primary was not yet set. Howard explained that based on some news he had seen it might be changed based on whether the districts will change, but added that we needed to move forward based on the assumption it is in May.

Director of Law Howard also explained that he would be acting as Clerk of Council for the meeting since Clerk Ann Forrest’s mother had passed away that morning.

ADJOURNMENT: 7:00 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3800

APRIL 4, 2022 – REGULAR MEETING

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

ROLL CALL: Clerk of Council Ann Forrest recited roll call, and six councilmembers were present: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Dawn Iannantuono (3rd Ward), Daniel Perry (4th Ward) and Zackery Perkins (At Large) were present; Ben Gillig (At Large) and Jeff Rhoades (At Large) were absent. Also attending were Mayor Aaron D. Montz, Director of Law Brent T. Howard, Director of Finance Kathy Kaufman and Director of Communications and Constituent Services Nick Dutro.

CDBG GRANT PUBLIC HEARING:

Mayor Montz opened the first of two public hearings required for a block grant with CDBG funds at 7:03 p.m. by introducing TSEP Development Coordinator Adam Gillmor. Gillmor gave a basic outline of the requirements to be fulfilled by the City. He explained that the block grant was federally funded through the State of Ohio and was designed with the primary objective to develop viable urban communities. It is principally focused on low-to-moderate income (LMI) individuals. It has been traditionally awarded on an allocation basis for up to \$150,000, but this is the final year for allocation. It will then move to a competitive grant basis. Our project must address one of three national objectives: LMI individuals; eliminate slums and blight; and meet a certain urgency. It must be for at least 50-51% LMI areas and not less than 70% of the funds must address LMI needs. Gillmor said he was working with Administration regarding what projects might be eligible for this funding. They are considering a Neighborhood Revitalization Grant and a Critical Infrastructure Grant. The NRG covers up to \$750,000 towards a public facilities construction in target areas; it cannot be used downtown or in large scale infrastructure projects. A CFG is to assist with large-scale infrastructure projects up to \$500,000; it must be failed or actively failing and unsafe. TSEP handles the administration of the grant, and up to 15% may be used for its administration. Applications are due June 15th. Councilmember Jones asked who comes up with the list of projects; Gillmor explained that TSEP is administering the City's wishes. Mayor Montz added that typically Administration recommends a couple of projects to City Council, and they will be doing so soon. Director of Law Howard asked Gillmor to talk about the second public hearing and its purpose. Gillmor explained that it is dependent on the public notice requirements imposed on the program by law and possibly will precede another Council meeting. Three public hearings must be held prior to the deadline, and legislation would need to be introduced at the first Council meeting in May. Director of Law Howard explained that June 6 would be the third reading and passage. He asked as to the purpose of the second public hearing, and Gillmor said it was to get more in depth on the specific projects the City plans to move forward with for the grants and to outline what those projects would do for the community. There being no further input, the public hearing closed at 7:22 p.m.

MINUTES: The minutes for the March 7, 2022 Regular and Committee of the Whole Meetings, March 14, 2022 Special Meeting and March 21, 2022 Regular and Committee of the Whole Meetings were approved as written.

COMMITTEE REPORTS:

Councilmember Lepard reported that a Law & Community Planning meeting was held March 28, 2022 at 4:30 P.M. in the Mark Hayes Committee Room. Attending were committee members Steve Lepard, Ben Gillig and Dan Perry along with Mayor Montz, Law Director Brent Howard and David Zak, President and CEO of TSEP. Lepard called the meeting to order and announced that the purpose of the meeting was to discuss the Mayor's Request for Legislation #22-09 Tax Incentive Review Council Recommendations. The City of Tiffin Tax Incentive Review Council had met Monday, March 7th 2022 to discuss various Enterprise Zone Agreements, Tax Increment Financing Districts and Community Reinvestment Areas. At this meeting the TIRC made the recommendation to continue all of the current agreements and abatements as they exist. The Mayor requests that Tiffin City Council pass legislation approving the recommendations of the TIRC. The committee reviewed the minutes of the TIRC as presented which included Community Reinvestment Areas pre 1994 and post 1994, Enterprise Zone Agreements and TIF Reviews – City of Tiffin. Comments of the TIRC were given by David Zak and Mayor Montz concerning the performance of the reinvestment areas, it was noted in the minutes that Director of Finance Kathy Kauffman had no issues with the TIF Reviews – City of Tiffin. A motion was introduced by Councilmember Perry to authorize the Director of Law to prepare legislation approving the recommendations of the TIRC, the motion was seconded by Councilmember Gillig and passed by a 3-0 vote. Mayor Montz asked if the committee if we would consider approving a CHIP Partnership Agreement as there is an April 22, 2022 deadline. The Mayor informed the committee that the State of Ohio, Department of Development, Office of Community

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Development provides financial assistance to local governments under its program year 2022 Community Housing Impact & Preservation (CHIP) program. The program addresses local housing needs such as repair and rehabilitation. The City of Tiffin, City of Fostoria and Seneca County, each an eligible grantee, desire to file a combined application as partners under the CHIP Program to increase the eligible funding for the City. A motion was introduced by Councilmember Gillig, seconded by Councilmember Perry to authorize the Director of Law to prepare legislation approving the CHIP Partnership Agreement authorizing the Mayor to sign the agreement. The motion was approved by a 3-0 vote. With no further business the meeting was adjourned. Respectfully submitted, Steven Lepard, Chairman.

Councilmember Jones noted that some of the incentives mentioned in the annual TIRC review in the Law & Community Planning meeting were for nine years and some for 29-30 years, which he thought was a long time. Director of Law Howard said each of the incentives were for a time granted either by agreement with Council with requirements at a certain percentage or time frame, or if in a particular CRA they automatically qualified for a certain percentage. By statute, TIRC is reviewing that they are in compliance with the agreement and if they are, they will continue.

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

REPORTS OF THE OFFICERS:

MAYOR AARON D. MONTZ

Mayor Montz introduced Parks Director Bryce Kuhn and Recreation Operations Manager Mason Correll for the annual Parks and Recreation Department update. Kuhn first recognized Patti Roush as the Volunteer of the Year for 2020. When the pandemic closed parks, the pool and events, people still turned to the parks to get away. Roush did chalk drawings at Oakley Park, downtown Tiffin, in front of the Tiffin Fire and Police Departments. She also volunteered in the 2021 Xplore Art Camp. Kuhn then announced the local Izaak Walton League of America as Volunteers of the Year 2021. He said they began volunteering long before 2021 by putting on a free city fishing derby at their pond and during the Xplore Nature Camp gave kids the opportunity to spend the last day of camp at Izaak Walton learning to fish, etc. Correll pointed out the new projects in 2022: Nature Trails Park improvements, making it ADA accessible with a quarter-paved loop trail, paved parking off of E. Davis St., and a play structure with pour-in-place surfacing, a swing set and park benches. Kuhn covered capital improvements such as the newly announced all-inclusive play complex to begin construction on August 15 with dedication hopefully in mid-September; digital signage at the entrance to Hedges-Boyer Park, wifi accessibility at Hedges-Boyer Park in collaboration with Bascom Communications and Heidelberg University to be wrapped up by the end of 2022. Events to take place this year are Thursday Night Tunes at East Green 2022 Day Camps and Tiffin's Bicentennial celebration on the 4th of July. Councilmember Jones asked how many employees there were in the department. Kuhn said there were three fulltime and 30-35 seasonal summer employees covering maintenance and staff for the day camps, pool and lifeguards. He explained that there are over 200 acres to groom weekly and trash to be emptied three times per week, in addition to nine ball fields to be taken care of. Jones said they get a lot done with a limited staff. Councilmember Jones also stated that his brother Wes, who before he passed in 1987, would go to Nature Trails with a weedwacker to improve it. Kuhn said he was hopeful that this recent project would bring more light to that area and open up the river side to see the water; they have been clearing the area this winter to make it more accessible. Councilmember Perry thanked Kuhn and Correll, adding that our parks are something to be proud of, with a lot of big strides being made these past few years that will draw families to Tiffin. Mayor Montz echoed that the three of them get a lot of work done at our parks and thanked them for their efforts.

Mayor Montz reported that financially we finished March down compared to March 2021 by 2.24% or \$21,000, but we closed 1Q22 ahead of 2021 by almost a full 14% or \$380,000 for record-setting income tax collections in Tiffin's history.

The City is in discussion with a private firm in bringing high-speed fiber in parts of Tiffin through a grant received through state and federal rural broadband grants. He said it is an important tool for economic development and in bringing families here who can work from home.

Construction at Nature Trials began today in the Second Ward. There will be three weeks of construction and then a ribbon cutting for the new playground and walking path.

Registration goes live tomorrow morning for the Parks programs, which fill up quickly.

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The Ann Street sewer rebuild has been completed, a prime project for this year since there were significant issues within the sewer. He expressed kudos to Brandon Burner and the department.

Curb ramp construction for ADA compliance begins next week ahead of street paving.

The Mayor praised Fire Chief Rob Chappell and his department for the glowing results from the unannounced pharmaceutical visit and their review of the department's operations.

The Mayor congratulated Roger and Deb Gahris for their purchase of Bair Brothers, which has been in business since the 1880s.

He thanked those who attended the launch of Tiffin's Bicentennial, as well as to those who provided the 1822 replica flag.

He gave a shout-out to both Calver and Columbian for putting out great musicals over the past few weeks. He said they should be very proud for a job well done.

Early voting begins tomorrow morning for the primary. Local candidates are on the ballot along with the City road and bridge levy.

Events:

- Saturday, April 9 is the fundraiser for Cycling without Age, which uses trishaws to allow those who cannot cycle to ride. He thanked Pat DeMonte for her support.
- April 11 is the ribbon cutting for Highlife Recovery Center at 1660 W. Market St.
- April 14 is the ribbon cutting for the new Kuebler Shoes at the former AAA building on East Market St.
- City Hall will be closed April 15 for Good Friday.

Councilmember Perry said he had received a few questions about the proposed Hernando hotel because they thought the project was done. Mayor Montz explained that the hotel project is dead at this point. Hernando's current project is a private deal with the owner of the building just after the Market Street Bridge for a multi-family unit. The City only has to approve it through the Zoning Board and the Architectural Board of Review; there is no other city involvement. The two city parking lots still remain under city control. There are no future plans for them at this point; anything done would be under a proposal process. He stated that the headline was very misleading and incorrect because the Riverfront project is not back. This is just one of the three pieces he was planning to do, and it is on private property.

Councilmember Perkins said he knew that the broadband project was early in the process but asked if it would be both commercial and residential. The Mayor said they had only had a couple of initial meetings, but yes, it would be both. There are big downtown grants out there for smaller communities in the Midwest as people work from home. There are still a lot of things to work out.

Councilmember Perry added his congratulation to Tiffin Columbian and Calvert. Brody Conley will be riding on the Party Bike and parade around Tiffin on April 14. The Mayor said there was also a ceremony scheduled at Tiffin Columbian. He said there are a lot of great young people in this community.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN:

Director of Finance Report for the month ending:	MARCH 31, 2022
Total Receipts for the month:	\$4,151,498.40
Total Expenses for the month:	\$3,676,245.36
The General Fund unencumbered balance:	\$3,911,287.53

The income tax receipts for March 2022 were \$906,614.04. The total annual decrease in income tax receipts in March 2022 compared to March 2021 is \$20,757.16. Year to date income tax receipts are up 14.76%.

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The .25% portion of income tax receipts that was transferred into fund 215 for public streets for March 2022 is \$109,783.19.

The unexpended balance for all funds is **\$33,491,034.54**, which is the same as the bank balances for the same time period.

Councilmember Jones asked about how certain outstanding checks were handled. Director of Finance Kaufman explained that a lot of the ones outstanding at \$0.00 had to do with corrections that had to be made. The system gives a number that looks like a check, and she has to go in and cash them in the system. The other checks with a description as the City of Tiffin were deduction checks for payroll all having to do with the employee's share of share of health, dental and vision insurance, another was for Tiffin withholding tax, and another for Flex spending.

Councilmember Iannantuono moved to accept the finance report as presented and the bank reconciliation emailed to Council; Councilmember Jones seconded. Motion was approved on a voice vote of 5-0.

DIRECTOR OF LAW BRENT T. HOWARD: No report.

WRITTEN COMMUNICATIONS:

Mayor's Request for Legislation #22-10 – Appointment to Civil Service Commission (Scott D. Hoernemann)

Referred to Personnel and Labor Relations Committee

Mayor's Request for Legislation #22-11 – Sanitary Sewer Easement - Runion's Reserve

Referred to Streets, Sidewalks and Sewers Committee. Mayor Montz asked that the committee also consider the same for the Fairview Hill Condos on W. Euclid Ave.

Finance Director's Request for Legislation #F22-11 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Council Clerk Contractual Services Budget (+\$15,000.00)

On file in Clerk of Council's office; legislation prepared under Ord. 22-30.

Finance Director's Request for Legislation #F22-12 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Capital Improvement Budget (+\$22,289.00 + \$909.27).

On file in Clerk of Council's office; legislation prepared under Ord. 22-32.

Finance Director's Request for Legislation #F22-13 to amend the 2022 Budget Ordinance 21-105 to reallocate funds in the Street Maintenance Budget.

On file in Clerk of Council's office; legislation prepared under Ord. 22-33.

ORAL COMMUNICATIONS: None.

MOTIONS: None.

RESOLUTIONS:

Resolution 22-13, introduced by Steve Lepard and read for the first time.

RESOLUTION ACCEPTING THE RECOMMENDATION OF THE TAX INCENTIVE REVIEW COUNCIL TO CONTINUE CERTAIN TAX INCENTIVE AGREEMENTS WITH LOCAL BUSINESSES AND PROPERTY OWNERS, AND DECLARING AN EMERGENCY.

ORDINANCES:

Ordinance 22-23, introduced by Ken Jones and read for the third time.

ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO GRANT AN EASEMENT FROM THE CITY OF TIFFIN, OHIO TO THE PROTESTANT EPISCOPAL CHURCH KNOWN AS TRINITY CHURCH AND ALSO KNOWN AS OLD TRINITY CHURCH FOR AN ENCROACHMENT ON CITY PROPERTY AT 125 E. MARKET STREET, AND DECLARING AN EMERGENCY.

Councilmember Jones moved for passage; Councilmember Perry seconded.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 5-0.

Ordinance 22-30, introduced by Steve Lepard and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$15,000.00 INTO THE COUNCIL CLERK CONTRACTUAL SERVICES BUDGET FOR 2021 ELECTION EXPENSE.

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Councilmember Lepard moved for the suspension of the three-reading rule and passage; Councilmember Iannantuono seconded.

Discussion: Councilmember Lepard stated that the purpose of the ordinance was due to election expenses. Councilmember Jones asked if the majority of it went to the Advertiser-Tribune. Director of Law Howard said he believed that all of the money goes to the county for the Board of the Elections and various expenses including publication since there were more copies and printing expenses.

Roll call votes were taken on the suspension and passage, and both were approved 5-0.

Ordinance 22-31, introduced by Steve Lepard and read for the first time.

ORDINANCE APPROVING A CHIP PARTNERSHIP AGREEMENT WITH THE CITY OF FOSTORIA AND SENECA COUNTY, AND AUTHORIZING THE MAYOR TO SIGN THE AGREEMENT, AND DECLARING AN EMERGENCY.

Councilmember Lepard moved for suspension of the three-reading and passage; Councilmember Perkins seconded.

Discussion: Councilmember Lepard explained that suspension was needed in order to meet the April 22 deadline. Roll call votes were taken on the suspension, emergency and passage, and each was approved 5-0.

Ordinance 22-32, introduced by Steve Lepard and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE A TOTAL OF \$23,198.27 INTO THE CAPITAL IMPROVEMENT BUDGET FOR THE TRAIL CONNECTIVITY PROJECT AND RETURNING UNUSED GRANT FUNDS FOR THE ELECTRIC VEHICLE CHARGING STATION.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Perry seconded.

Discussion: Councilmember Lepard explained that it was a two-part ordinance, one part for \$23,000 going into Capital Improvements and the other to move unused grant funds for return to the Tiffin Foundation. Councilmember Jones noted it was being suspended in order to get the funds into the budget.

Roll call votes were taken on the suspension and passage, and each was approved 5-0.

Ordinance 22-33, introduced by Steve Lepard and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO REALLOCATE \$16,942.00 IN THE STREET MAINTENANCE BUDGET.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Iannantuono seconded.

Discussion: Councilmember Lepard explained that funds were being moved between accounts in the Street Maintenance Department budget for the purpose of having a part-time employee.

Roll call votes were taken on the suspension and passage, and both were approved 5-0.

OTHER BUSINESS:

President Boyle asked members whether they wanted to hold the next meeting via Zoom. Councilmember Perkins thought the next one or two meetings should be held via Zoom due to the current situation. Councilmember Jones concurred. Councilmember Iannantuono move to continue meeting via Zoom for the next meeting; Councilmember Jones seconded. Motion was approved on a voice vote of 5-0.

Councilmember Perkins announced a Streets, Sidewalks and Sewers Committee meeting to be held Monday, April 18, 2022 at 6:00 p.m. via Zoom to discuss Mayor's Request for Legislation #22-11 regarding a Sanitary Sewer Easement for Runion's Reserve and the Fairview Hill Condos, and any other business that may come before them.

ADJOURNMENT: 8:35 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3805

COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Monday, April 4, 2022 at 6:45 p.m. via Zoom. Attending were Councilmembers Dawn Iannantuono, Ken Jones, Steve Lepard, Zackery Perkins and Daniel Perry. Also attending were Mayor Aaron D. Montz, Director of Law Brent T. Howard, Director of Finance Kathy Kaufman and Director of Communications and Constituent Services Nick Dutro.

Director of Law Brent Howard asked for suspension of Ord. 22-31, which approves a CHIP partnership between Tiffin, Fostoria and Seneca County to provide funds for housing, rehabilitation and other helpful services for people who qualify. We need to enter into a partnership agreement and on April 22 the Great Lakes Community Action Program would like to have all legislation to them for further submission to the state.

Director of Law Howard said there were also three ordinances dealing with budget issues that needed the immediate attention of Council: Ord. 22-30, Ord. 22-32 and Ord. 22-33. Director of Finance Kaufman explained that Ord. 22-30 had to do with the need to appropriate more money in the Clerk's budget for election expenses due to all the Charter amendments on the ballot; invoices are received twice a year from the county. Ord. 22-32 is for the Trail Connectivity Project, and we need to allocate a donation received from Mr. Kalnow for it. Also, some money was left over from the Tiffin Foundation donation for the charging stations, and we are refunding to a little over \$900 to the Foundation. Ord. 22-33 is not an allocation but a reallocation into different areas, taking money out of Personal Services and putting into other Professional Services so that the Streets Department can hire a part-time person.

Regarding his Request for Legislation #22-11 for a sanitary sewer easement, Mayor Montz asked that Councilmember Perkin's committee also include consideration of a second easement sewer easement that he had not yet been able to put into a written request. They are ready to go with the Fairview Hill Condominium Development on Euclid Ave. owned by Rich Zeis.

Councilmember Jones asked if Ord. 22-33 reduced personal benefits. Director of Finance Kaufman explained that it was not reducing benefits. She said it was for Street Department summer employment using a third party hiring firm instead of paying through regular payroll.

ADJOURNMENT: 6:56 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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APRIL 18, 2022 – 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. via Zoom. The invocation was given, and the Pledge of Allegiance was recited.

ROLL CALL: Clerk of Council Ann Forrest recited roll call, and six councilmembers were present: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Dawn Iannantuono (3rd Ward), Daniel Perry (4th Ward), Ben Gillig (At Large) and Zackery Perkins (At Large) were present; Jeff Rhoades (At Large) was absent. Also attending were Mayor Aaron D. Montz, City Administrator Dale Thornton, Director of Law Brent T. Howard and Director of Finance Kathy Kaufman.

MINUTES: The minutes for the April 4, 2022 Regular and Committee of the Whole Meetings were approved as written.

COMMITTEE REPORTS: No reports.

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

REPORTS OF THE OFFICERS:

MAYOR AARON D. MONTZ

In light of last week's National Public Safety Telecommunicators Week, Mayor Montz thanked our wonderful unsung heroes, the police and fire dispatchers. They are the first person online when you have an emergency and talk people through their emergencies.

We are more than half-way through April, and so far we are ahead of last year by about \$573,000 or an increase of 18%. This increase has a lot to do with the tax dates still being different from last year due to coming out of Covid, but it is a pretty solid start for 2022 financially. He said he did not think the 18% would hold up through the year, but there will be an increase.

The Parks Department applied for a grant with the county for a zero-maintenance black fence around our new \$800,000 investment in all-inclusive equipment at Hedges-Boyer Park, and it will make parents lives easier. He asked that Council suspend the corresponding resolution because the deadline is later this month.

He thanked Team Kenna for their \$1,000 donation to this playground for signage that will assist those with auditory issues.

Mayor Montz said he signed the agreement for the development of a Multi-Use Trail Plan. The City will use this plan to create a more healthy Tiffin.

After 40 years since their last renovation, we are awaiting bids for the Finance Department remodeling that should begin sometime in May and be done the beginning to middle of September. He said the City of Tiffin takes care of our historic buildings because to reconstruct would cost millions, and we are prudent with our tax dollars.

The stone base for the new playground and remodel in the Second Ward's Nature Trails Park has been installed. The ribbon cutting will be May 26 at 4:00 p.m.

The Mayor thanked David Zak for his years of service at service at TSEP. He is now headed to Bucyrus and Crawford County, and he wished him all the best. The search for his replacement will begin immediately.

He congratulated Brittney Trammell and Brad Price, who relocated their Braised in Balance fresh meal prep business in Fremont to Tiffin in partnership with The Chandelier.

Mayor Montz congratulated Highlife Recovery for opening in Tiffin. The ribbon cutting was held last week. He noted that there are many across the area that struggle with addiction, so he is happy they will be here to help people better their lives.

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The Mayor also congratulated Kuebler Shoes and new owners Klinton and Kimberlee Wood, who moved the store into the previous AAA building on East Market St. At 190 years, Kuebler's is the oldest continually operating retail store in Ohio.

Events:

- Sole Boutique is hosting a block party downtown on April 19 block party with food trucks, etc. from 4-7 p.m.
- The first Third Thursday on April 21 will hold the Blooming Arts Stroll downtown.
- Sunday, April 24 there will be an Earth Day Celebration and the Franciscan Earth Literacy Center in partnership with the Parks Department.
- April 28th at 4:00 p.m. Tiffin University will hold a ribbon cutting for its new Center for Science and Technology building on Miami Street.

Councilmember Iannantuono said she was excited about playground project and fencing at Hedges-Boyer Park, but she was concerned that some people would think they can take their dogs there, which could be a dangerous situation. Mayor Montz said he would be sure to talk to the Park Board, Bryce Kuhn and Mason Correll; if not permitted, it would require additional signage.

Councilmember Jones said he and past Second Ward Councilmember Hartzell were at Nature Trails Park looking over the stone oval, and both were pleased with it.

Public Works Superintendent Brandon Burner was introduced and presented his annual report to Council. He explained that there are now seven employees each on both the Streets and Sewers maintenance sections of the department compared to six the previous year. He outlined the multitude of things that these sections do, along with the work of the arborists, electricians and mechanics. He said that they really appreciated what Judy Ryder did on the Shade Tree Commission, which has now been picked up under the Arborists in Public Works. Burner then reviewed some of the 2021 highlights of services provided, noting that they have taken on a lot more routine work so it does not become an emergency later. They added 50 lane miles to their street sweeping program, doing the downtown every month and now will hit all of our curbed roads twice a year in spring and fall. Snow and ice removal was a lot less than in previous years. Trees planted, removed, pruned and stumps removed involves a lot of heavy labor. Our arborists have established a regular maintenance program for pruning. Sink hole repairs are up, and they are doing more permanent repairs than they might have done in the past. He said he was very proud of his guys getting more lasting maintenance performed. 815 LF of sewer repairs were done, 350 LF of sidewalk repairs and about \$15,000 was saved by doing more asphalt repairs ourselves especially by doing the handwork where there is a lot of labor involved. Almost 9.2 LM of crack sealing was done for semi-permanent repairs; this will continue to increase as we pave more. He thanked Council for making the equipment wins a reality through the Budget. Damien Sisco joint their team about two years ago with a lot of experience in diesel maintenance, and the workhorses of their fleet have been humming because of him. Regarding the 815 LF of sewer repairs, it was very impressive the amount of work that they got done. They tried some new things with the street repairs such as putting a concrete base at Birchwood Dr. due to the sinking of that road. Two new zero-turn lawn mowers and a new articulated boom mower saved about 40 plus staff hours every two months just by having the right equipment on hand. The arborist crew created a young tree training program on a two-year cycle and initiated sector tree pruning on a six-year cycle. They also now manage the tree planting project previously done by the Shade Tree Commission. City electricians have removed unwarranted traffic signals making a better traffic flow. For 2022 they are doing a lot with technology and leveraging the GIS software put in place by the Engineers Office and pushing that technology to work for them. He gave special thanks to the many who help his department, including the dispatchers who get the urgent messages to him during the night, but especially to his crew for the great job they do. Mayor Montz thanked Burner for a job well done and said that with his leadership and accomplishments they are saving man-hours with the right equipment at the right place and having the people trained.

Councilmember Jones noted that 192 trees removed divided by 52 equals four per week, and 110 stumps ground equals two per week, which is a huge undertaking; he commended them on a good job. Burner noted that in years ahead the arborist group wants to match tree plantings with removals. Councilmember Perkins commented that he had a curb issue on his street, and they were quick to fix it and did a good job. Councilwoman Iannantuono concurred that she always got a quick response and also discovered that they did dead animal removal when she had a couple of issues. Regarding the dispatchers, Councilman Jones noted that they meet the three "P's" of customer service: polite, professional and patient and they do a fine job.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN: No report.

DIRECTOR OF LAW BRENT T. HOWARD: No report.

WRITTEN COMMUNICATIONS:

Finance Director's Request for Legislation #F22-14 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Park Budget.

On file in Clerk of Council's office; legislation prepared under Ord. 22-36.

Ohio Division of Liquor Control – Stock Ownership Change – Reino's Pizza & Pasta LLC

Referred to Streets, Sidewalks and Sewers Committee – Chair Zack Perkins said that the committee concurred that the Clerk of Council sign and return the document with no hearing required.

ORAL COMMUNICATIONS:

Bryce Riggs addressed Council representing CitizensforTiffin.com in support of passage of the road and bridge levy renewal on the primary ballot. He pointed out that the ballot language is a continuation of the exiting levy, and he has only heard positive feedback on the work performed with it. He said that the levy has helped leverage over \$5 million in state and federal funding. He noted that we were underfunded for many years so this is very important for the City.

Jerrold Kirian addressed Council on behalf of pediatric cancer awareness, giving details about the types and survival rates for children. He explained that leukemia is the number one diagnosis in children, and brain cancer is by far the number one cause of death. Kirian said would like to raise and broaden awareness here because Seneca County is lacking behind and ranks 77th out of 88 counties in membership. Parks Director Bryce Kuhn is helping with a July 4th fundraiser, and he would be grateful if the City would be willing to help. President Boyle said she appreciated the information provided, and Mayor Montz asked how the City could specifically help. Kirian said last September the courthouse was lit and the Mayor did a proclamation for Childhood Cancer Awareness Month, but he would also appreciate a Mayor's proclamation in May for Brain Cancer Awareness Month.

MOTIONS: None.

RESOLUTIONS:

Resolution 22-13, introduced by Steve Lepard and read for the second time.

RESOLUTION ACCEPTING THE RECOMMENDATION OF THE TAX INCENTIVE REVIEW COUNCIL TO CONTINUE CERTAIN TAX INCENTIVE AGREEMENTS WITH LOCAL BUSINESSES AND PROPERTY OWNERS, AND DECLARING AN EMERGENCY.

Resolution 22-14, introduced by Daniel Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S APPOINTMENT OF SCOTT D. HOERNEMANN TO SERVE A FOUR YEAR TERM ON THE CIVIL SERVICE COMMISSION, FROM THE EFFECTIVE DATE OF THIS RESOLUTION UNTIL DECEMBER 31, 2025.

Councilmember Perry moved for passage; Councilmember Gillig seconded.

Discussion: Councilmember Gillig said he was so impressed with Scott Hoernemann and his communication with Council, and he will be an excellent addition to this Commission.

Roll call vote was taken, and it was approved 6-0.

Resolution 22-15, introduced by Steven Lepard and read for the first time.

RESOLUTION AGREEING TO COOPERATE WITH THE SENECA COUNTY PARK DISTRICT FOR THE PURPOSE OF PROVIDING PARK IMPROVEMENTS AND AUTHORIZING THE PARK & RECREATION DIRECTOR AND MAYOR TO SIGN A GRANT APPLICATION AND RELATED DOCUMENTS, AND DECLARING AN EMERGENCY.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Iannantuono seconded.

Discussion: Councilmember Lepard noted that as the Mayor reported, this is a time-sensitive request and therefore suspension was being requested.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 6-0.

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ORDINANCES:

Ordinance 22-34, introduced by Zack Perkins and read for the first time.

ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT AN EASEMENT FOR SANITARY SEWER PURPOSES FROM AAI LEASING, LLC ON FOUR PARCELS OF LAND OFF OF ELWOOD AND DAVIS STREETS, AND DECLARING AN EMERGENCY.

Ordinance 22-35, introduced by Zack Perkins and read for the first time.

ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT AN EASEMENT FOR SANITARY SEWER AND STORM WATER DRAINAGE PURPOSES FROM R&L ZEIS FAMILY PARTNERSHIP III LTD. ON LAND ON EUCLID AVENUE, AND DECLARING AN EMERGENCY.

Ordinance 22-36, introduced by Ben Gillig and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$2,371.00 INTO THE PARK & RECREATION BUDGET.

OTHER BUSINESS:

President Boyle stated that discussion was held during the Committee of the Whole whether members wanted to meet for the May 2nd meeting via Zoom or in person. Councilmember Lepard moved that the May 2nd meeting be held via Zoom; Councilmember Perkins seconded. *Discussion: President Boyle explained that a number of members would have difficulty attending in person due to various reasons including medical and work, so Council is proposing the next meeting be held via Zoom to ensure quorum. Mayor Montz added that, as Council requested, outside counsel was retained regarding the matter of suspended Municipal Court judge Mark Repp. An executive session with this legal counsel is needed at the May 16th meeting, which would be more difficult to do via Zoom.* Roll call vote was taken, and motion was approved 6-0.

Director of Law Howard clarified that State law allows Zoom meetings through June 30 2022.

Councilmember Gillig expressed his great appreciation to Tiffin Fire and Rescue for their ambulance services that he required in February and again recently. He said they were very scary situations, but their care and professionalism was off the charts.

ADJOURNMENT: 8:09 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Monday, April 18, 2022 at 6:45 p.m. via Zoom. Attending were Councilmembers Ben Gillig, Dawn Iannantuono, Ken Jones, Steve Lepard, Zackery Perkins and Daniel Perry; Jeff Rhoades was absent. Also attending were Mayor Aaron D. Montz, City Administrator Dale Thornton, Director of Law Brent T. Howard, and Director of Finance Kathy Kaufman.

Mayor Montz asked for suspension of Resolution 22-15 so that the Parks Department can apply for a grant from the Seneca County Park District for the all-inclusive playground. This grant would allow us to enclose the area in an attractive dark powdered-coated fencing that would be beneficial for autistic and other children with sensory and developmental issues. The resolution is needed by the end of the month. It was also noted that Res. 22-14 is an appointment and only one reading is required.

President Boyle asked for feedback about holding any next meetings via Zoom. Mayor Montz said he would prefer that that May 16 meeting be held in person since legal counsel would be at the meeting to give an update on the Mark Repp situation. Councilmember Jones said his family situation in Virginia was looking up, but he would prefer to hold at least one more time via Zoom so he could guarantee his attendance. Councilmember Gillig said he would also appreciate Council consider meeting virtually for at least the first meeting in May, if not also the second, due to his post-Covid health issues. He said it would be better to have more members in attendance even though his real preference was to be able to meet in person. Councilmember Lepard believed it was necessary to meet in person for the May 16 meeting with legal counsel, at which time members could discuss how to meet beyond then. Councilmember Iannantuono said she appreciated meeting on May 2 via Zoom since she is not very mobile, and it is hard to sit and stand for a very long time. She said she would appreciate having the May 2 meeting via Zoom and would make sure to get to Chambers on May 16. Councilmember Perkins said one more Zoom meeting was fine with him, but past that he feels Council needs to get back to meetings in person. Councilmember Perry said he always prefers to meet in person but felt it was more important to have more members in attendance.

Regarding the Ohio Division of Liquor Control notice under Written Communications regarding Reino's, Councilmember Perkins asked if the stock change was just within the family. Director of Law Howard said that given the time frame since the death in the family last year, he presumed it was a transfer among family members since he was not aware of any transfer outside the family. Councilmember Iannantuono said that as committee member, she was fine with the transfer, as were Councilmembers Lepard and Jones.

ADJOURNMENT: 6:57 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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MAY 2, 2022 – REGULAR MEETING

Tiffin City Council met for its first meeting of the month in accordance with Codified Ordinance Section 121.03. With Council President Bridget Boyle traveling for work, President Pro Tem Ben Gillig opened the meeting at 7:00 p.m. via Zoom. The invocation was given, and the Pledge of Allegiance was recited.

ROLL CALL: Clerk of Council Ann Forrest recited roll call, and six councilmembers were present: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Dawn Iannantuono (3rd Ward), Daniel Perry (4th Ward), Ben Gillig (At Large) and Zackery Perkins (At Large) were present; Jeff Rhoades (At Large) was absent. Also attending were Mayor Aaron D. Montz, City Administrator Dale Thornton, Director of Law Brent T. Howard, Director of Finance Kathy Kaufman, Director of Communications and Constituent Services Nick Dutro, Police Chief David Pauly, Fire Chief Robb Chappell and Water Pollution Control Center Superintendent Kevin Hughes.

MINUTES: The minutes for the April 18, 2022 Regular and Committee of the Whole Meetings were approved as written.

COMMITTEE REPORTS:

Councilmember Perkins reported that a Streets, Sidewalks and Sewers Committee meeting was held Monday, April 18th at 6:00 pm via Zoom. The purpose of the meeting was to discuss Ordinance 22-34 Easement for sanitary sewer purposes for AAI Leasing, LLC, and Easement and 22-35 Easement for sanitary sewer and storm water drainage purposes for R&L Zeis Family Partnership LTD. In attendance were City Engineer Matt Watson, Mayor Aaron Montz and Councilmembers Perkins, Lepard, Perry, Jones, and Iannantuono. City Engineer Matt Watson began the meeting by explaining that AAI leasing request is for Runion's Reserve Subdivision which is currently being proposed through the planning commission and is located to near the intersection of East Davis Street and Elwood Street. The sanitary sewer has been installed and most of the testing and inspection has been completed. This request is being brought forth to stay proactive on the project and keep moving forward. Councilmember Iannantuono proceeded to ask if this subdivision would maintain their own street and/or sidewalks. Engineer Watson stated there have been no discussion for any at this time, but any private sidewalks or roads will be their responsibility to maintain. Engineer Watson then stated that the Zeis will also maintain their private road and sidewalks needed. Engineer Watson then stated that R&L Zeis Family Partnerships requested easement, located on is a two-part request for sanitary sewer and drainage request. This request is for the north side only and they will need to comeback to council for the south side development. He also explained that all the sanitary sewer for the entire development has been installed, tested, and inspected. The drainage easement is for the existing ditch that is located just west of the 2 new units. There are multiple properties that already utilize this for adequate drainage. The drainage easement will be sufficient for all units in the development. Councilmember Lepard then made a motion for Ordinance No 22-34 & 22-35 be introduced at the council meeting immediately following the committee meeting. The motion was seconded by Councilmember Iannantuono. The motion passed 5-0. With no further committee business to discuss the meeting adjourned at 6:10 pm. Respectfully submitted by, Zack Perkins, Chair.

President Pro Tem Gillig announced that no additional Committee of the Whole meeting would be scheduled. He also said he would like to see a Committee of the Whole meeting be held as almost an organizational meeting outlining where our council members' strengths are so that people could see where to call for special needs.

REPORTS OF THE OFFICERS:

MAYOR AARON D. MONTZ

Mayor Montz presented two proclamations. The first was to support Brain Tumor Awareness Day, as brain tumors are the most deadly cancer for children, as well as DIPG Awareness Day on May 17. The second proclamation was in support of International Firefighters Day on May 4 honoring past and present firefighters. He thanked our firefighters in Tiffin and surrounding communities for their support.

The Mayor introduced Fire Chief Rob Chappell, who presented the Meritorious Service Award to firefighter/paramedic Isaac Heiser, Paramedic of the Year Award for the second time to firefighter/paramedic Keith Johnson, and Firefighter of the Year Award to Scott Brooks. Chappell said that each award is special for him to present because they are nominated by their peers and officers and not by him, so the awards carry more weight.

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Next he introduced Police Chief David Pauly, who awarded Ofcs. Justin Nowak and Marcus Somers both the Community Service Award and the Lightning Bolt Award, the latter award for the apprehension of the perpetrator of a stolen vehicle with a hostage in the back seat. Special thanks were given to Ofc. Drew Westernbarger and Dispatcher Patty McIntyre for their assistance in bringing the incident to a safe conclusion. Chief Pauly also recognized Sgt. Scott McDole, Sgt. Eric Aller and Ofc. Becca Timm with Lightning Bolt Awards as a result of their investigation of an assault complaint and identification, pursuit and apprehension of the alleged perpetrator in a stolen vehicle that crashed off the roadway. He also thanked Dispatcher Candie Cunningham and Ofc. Michael Moore for their assistance in the case and expressed his pride and gratitude to all for the excellent public service they provide to Tiffin residents.

Mayor Montz introduced Kevin Hughes, plant superintendent of the Water Pollution Control Center, who presented his annual report to Council. Hughes explained that the facility was first built in 1955 with just a primary treatment of screening, through two settling plants and then discharged out to the river. The first upgrade was done in 1968 when additional treatment was added with three secondary settling plants, aeration and digesters, and they started using chlorine for disinfection along with sodium thiosulfate added to that to take the chlorine out. In 1988 the next significant upgrade added a third digester for a longer detention time for the biosolids. A primary bypass tank was also added. This allowed them to take between 4-16 million gallons through the primary bypass. 2015 was the start of a three phase project. 2015 was the first one, and they just completed Phase II. Phase III will be the addition of an EQ basin which won't be until 2024. In 2015 the bar screens were replaced with smaller gaps to reduce the solids that pass through, which helps protect the downstream equipment. Also, aerators in the aeration tanks were replaced with fine bubble diffusers; smaller bubbles allow for better O₂ transfer for more efficiency. The main goal of the 2020-2021 upgrade was to increase the capacity of the plant from 4 million gallons to 13 million gallons per day which was achieved by adding a fourth 80 ft. diameter secondary tank, updating electrical components and wiring, replacing all four raw pumps and return sludge pumps, and switching to ultraviolet light instead of chlorine. Three raw pumps are needed to achieve 13 million gallons per day, with the fourth available if needed. In 2021 UV light was added, which is only obligated between May 1 and October 31 and has given very good E. coli results. Some of the post upgrade benefits include approximately \$102,000 on electric bills, as well as savings on purchases of chlorine, sodium thiosulfate and ferrous chloride. They were also able to reduce peak flows through the plant in 2021 vs 2020. We are one of the few plants around that land applies our biosolids on EPA-approved fields close to the plant. The brush pile took in over 300,000 CY in brush that they ground down and gave 20% to residents as mulch, as well as 310 CY of leaves were composted and given out to residents. The end of last year they hosted the Northwest Ohio Water Environmental Association with around 60 attendees including EPA representatives, operators and other wastewater people in the area. As a result, Tiffin's plant was featured in the January's Buckeye Bulletin. Additional accomplishments include their lab running over 7,500 tests in-house on plant and industrial samples in addition to the ones they run just for in-house purposes, the plant maintenance department continues to maintain the City's 18 lift stations, the roof on the blower building was replaced, the heat exchanger was completely rebuilt and the other will be done this year. The Downspout Removal Grant Program is in place assist homeowners in disconnecting clean water downspouts that may be tied into our sanitary sewers. Councilmember Jones asked why the UV light is not run 12 months instead of six months. Hughes said their permit is to do six months, as basically the northern states do it May through October. President Pro Tem Gillig noted that a number of Council members had had the opportunity to tour WPCC last summer and see what a major operation it is. He noted how envious our ancestors would be with the health risks they had when sewage was released directly to the river; Hughes said that would include dysentery, E. coli infections, hepatitis, etc. for which there was no good treatment. Councilman Perry thanked him for doing a good job on his presentation, adding that it is good to see how far we have come. Mayor Montz added that the upgrade at this facility was the largest expense we have had at the City; there is a good team there and the added capacity will help us grow.

Mayor Montz introduced David Olds, Director, Crisis Services, of the National Alliance on Mental Illness of Seneca, Sandusky and Wyandot Counties (NAMI SSW). Olds explained the new program coming to Seneca County, Tiffin and Fremont with a mobile crisis response team to help assist EMS and police. A pilot program started in August 2021 in Sandusky County only, and as of today they have helped over 312 people in five different counties, helping law enforcement handle calls with good success. There was no model for rural areas, just urban, and they had to design one from the ground up. Around Christmas Mircae Handru asked for it to expend into four counties, and we will be fortunate to have one in our county. As of July 1, one team will be assigned in Seneca County. They are in the hiring phase and plan to grow by two more full time teams, with three teams covering five counties for mental health, overdose and addiction issues. They will have the ability to thank

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the officers/EMS for being there and put them back into service. They can take people directly to psychiatric wards, etc. and cut down on the time officers have to spend on those calls and on recidivism. He explained that ten people accounted for about 90% of the calls before. The team is designed to handle the crisis and then hand it over to someone who will help long-term. They de-escalate the situation and find services and a navigator works long term. They have been very enthusiastic about the results they are getting in Fremont. They will also take medications to people in partnership with the EMS. Mayor Montz thanked him for the tremendous program, as officers and EMS are already so busy. This team will help these people in distress when they don't need police, but mental health assistance.

The Mayor reminded everyone that the next day was Election Day, noting that so many people fought for our right to vote.

The public is invited to an event Wednesday, May 11th at 6:00 p.m. at the Tiffin Middle School Auditorium in the search for the new superintendent. There will be a meet and greet with the top two to three candidates.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN: No report.

DIRECTOR OF LAW BRENT T. HOWARD: Director of Law Howard stated that Council had approved Ord. 22-23 authorizing an easement to Old Trinity Church for encroachment on City property to allow footers to be constructed for the addition of a community kitchen. The easement has been prepared, signed by the Mayor and recorded. He also reminded Council that Ord. 22-3 for the five-year continuation of the road and bridge levy was on the table pending results of its submission to voters in the upcoming election. Council will need to wait until the City receives the certification of election results before removing it from table and voting as per voters' wishes; it will probably take more than two weeks for the certification, so it may be voted on at the first meeting in June. Also, he explained that when the meeting was opened, President Pro Tem Gillig had said five members were present, but actually six voting members were present including himself since as President Pro Tem he still has the right to vote.

WRITTEN COMMUNICATIONS:

Finance Director's Request for Legislation #F22-15 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the City Hall Budget.

On file in Clerk of Council's office; legislation prepared under Ord. 22-38.

ORAL COMMUNICATIONS: None.

MOTIONS:

A) Councilmember Lepard moved to hold the next meeting in person in Chambers; Councilmember Iannantuano seconded.

Discussion: Councilmember Perry said he preferred returning to regular meetings. Councilmember Jones said his family situation had improved and he was back. Councilmember Gillig said he appreciated Council being willing to work with him while he battled health problems. Mayor Montz said he supported returning to Chambers since there will probably be an executive session at the next meeting.

Roll call vote was taken, and motion was approved 6-0.

B) Councilmember Lepard moved to read Res. 22-16 in its entirety; Councilmember Perry seconded. On a voice vote motion was approved 6-0.

RESOLUTIONS:

Resolution 22-13, introduced by Steve Lepard and read for the third time.

RESOLUTION ACCEPTING THE RECOMMENDATION OF THE TAX INCENTIVE REVIEW COUNCIL TO CONTINUE CERTAIN TAX INCENTIVE AGREEMENTS WITH LOCAL BUSINESSES AND PROPERTY OWNERS, AND DECLARING AN EMERGENCY.

Councilmember Lepard moved for passage; Councilmember Iannantuono seconded.

Roll call votes were taken on the emergency and passage, and both were approved 6-0.

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Resolution 22-16, introduced by Steve Lepard and read for the first and only time required.

RESOLUTION EXPRESSING APPRECIATION TO DENNIS J. EBERLY FOR HIS SERVICE TO THE CITY OF TIFFIN AS A MEMBER AND CHAIRMAN OF THE ZONING BOARD OF APPEALS.

Councilmember Lepard moved for passage; Councilmember Jones seconded.

Discussion: Director of Law Howard noted the large number of hours Eberly had provided to the City over the 32 years he served on the board. Because of his service and how he handled meetings with fairness, consistency and accuracy on the issues, and as a result there were very few appeals to the Common Pleas Court. President Pro Tem Gillig said his father spent 18 years on the Zoning Board of Appeals and echoed what Director of Law Howard said about his service and handling of the meetings. Councilman Lepard added that he had attended several meetings and observed that Mr. Eberly ran very good meetings and is a good person.

Roll call vote was taken on the passage, and it was approved 6-0.

ORDINANCES:

Ordinance 22-34, introduced by Zack Perkins and read for the second time.

ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT AN EASEMENT FOR SANITARY SEWER PURPOSES FROM AAI LEASING, LLC ON FOUR PARCELS OF LAND OFF OF ELWOOD AND DAVIS STREETS, AND DECLARING AN EMERGENCY.

Ordinance 22-35, introduced by Zack Perkins and read for the second time.

ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT AN EASEMENT FOR SANITARY SEWER AND STORM WATER DRAINAGE PURPOSES FROM R&L ZEIS FAMILY PARTNERSHIP III LTD. ON LAND ON EUCLID AVENUE, AND DECLARING AN EMERGENCY.

Ordinance 22-36, introduced by Ben Gillig and read for the second time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$2,371.00 INTO THE PARK & RECREATION BUDGET.

Ordinance 22-37, introduced by Steve Lepard and read for the first time.

ORDINANCE AUTHORIZING THE MAYOR AND/OR TIFFIN-SENECA ECONOMIC PARTNERSHIP TO APPLY TO AND RECEIVE FROM THE OHIO DEPARTMENT OF DEVELOPMENT, OFFICE OF COMMUNITY DEVELOPMENT, FOR A SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT FOR QUALIFYING PROJECTS AND ALLOWABLE ADMINISTRATIVE EXPENSES, AUTHORIZING BIDDING AND EXECUTING OF CONTRACTS AS NEEDED, AND DECLARING AN EMERGENCY.

Ordinance 22-38, introduced by Ben Gillig and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-10 TO APPROPRIATE \$3,200.00 INTO THE CITY HALL BUDGET TO PAY THE WATER BILL FOR THE REMAINDER OF THE YEAR.

Councilmember Iannantuono moved for suspension of the three-reading rule; Councilmember Lepard seconded.

Discussion: President Pro Tem Gillig explained that a leaky toilet repair threw the Budget out of appropriation; if not all is needed, it can be returned to the General Fund. Councilmember Jones asked why it had not been noticed sooner. President Pro Tem said someone had noticed it and immediately reported it or it could have been worse. City Administrator Thornton explained that this was not for just one leak but to increase the Budget for the entire year.

Roll call votes were taken on the suspension and passage, and both were approved 6-0.

OTHER BUSINESS:

Councilmember Jones said several people had asked him about the playground equipment at Nature Trails, and noted that the School of Opportunity had donated theirs to Bettsville and asked what will happen to the current equipment at Hedges-Boyer Park. The Mayor explained that most of the equipment is old and not salvageable, but they will salvage what they can.

President Pro Tem Gillig invited all to take part in the Memorial Day Festival in Tiffin, with the parade and ceremony following on Frost Parkway where the Tiffin Columbian Band will play and Gen. Mark Scheid will speak. The Daughters of 1812 will present a wreath at the ceremony.

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ADJOURNMENT: 8:33 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3816

COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Monday, May 2, 2022 at 6:45 p.m. via Zoom. Attending were Councilmembers Ben Gillig, Dawn Iannantuono, Ken Jones, Steve Lepard, Zackery Perkins and Daniel Perry; Jeff Rhoades was absent. Also attending were Mayor Aaron D. Montz, City Administrator Dale Thornton, Director of Law Brent T. Howard, and Director of Finance Kathy Kaufman, and Director of Communications and Constituent Services Nick Dutro, Police Chief David Pauly, Fire Chief Robb Chappell and Water Pollution Control Center Superintendent Kevin Hughes. In the absence of Council President Bridget Boyle due to a work commitment, Councilmember Gillig acted as President Pro Tem.

Mayor Montz asked for suspension of Ord. 22-38 amending the Budget Ordinance for payment of the water bill. He explained that they had budgeted correctly, but there was a water leak that had to be fixed and additional funds are needed.

President Pro Tem Gillig stated that with the development of Heidelberg University off of Main St., when coming down Hedges St. it is hard to turn left due to all the parked cars. Mayor Montz referred the issue to City Administrator Thornton as head of the Traffic Safety Committee.

Councilmember Lepard said he would ask for Res. 22-16 expressing appreciation to Dennis Eberly for his service on the Zoning Board of Appeals to be read in its entirety. Direct of Law Howard explained that the resolution only required one reading.

ADJOURNMENT: 6:53 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3817

MAY 16, 2022 – 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 was absent due to traveling for work; President Pro Tem Ben Gillig 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: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Dawn Iannantuono (3rd Ward), Daniel Perry (4th Ward), Ben Gillig (At Large), Zackery Perkins (At Large) and Jeff Rhoades (At Large). Also attending were City Administrator Dale Thornton, Director of Law Brent T. Howard, Director of Finance Kathy Kaufman, Police Chief David Pauly and Director of Communications and Constituent Services Nick Dutro.

MINUTES: The minutes for the May 2, 2022 Regular and Committee of the Whole Meetings were approved as written.

COMMITTEE REPORTS: No reports.

President Pro Tem Gillig announced that no additional Committee of the Whole meeting would be scheduled.

REPORTS OF THE OFFICERS:

MAYOR AARON D. MONTZ

In Mayor Montz' absence due to illness, President Pro Tem Gillig read two proclamation. The first was declaring May as Motorcycle Awareness Month and thanked ABATE and Ohio motorcycle clubs for their work. He noted that in U.S. history motorcycles go back to veterans' groups returning home from overseas.

The second proclamation declared May 15-21, 2022 Emergency Medical Services Week in the City of Tiffin. President Pro Tem Gillig stated that we owe a tremendous debt to those who provide emergency medical and life-saving services.

Police Chief David Pauly was introduced for the annual report on the Tiffin Police Department. Chief Pauly explained that the department is split into three divisions: Patrol; Criminal and Administration. He noted that in 2021 Tiffin's overall crime rate decreased by 4% compared to 2020 and Part I crimes decreased by 5%; however, current trends nationwide indicate the crime rate will increase in 2022, almost all of which can be directly attributed to increased opioid/meth and other drug use. Fentanyl use is the #1 cause of death in the U.S. for ages 18-44. In order to curb this menace locally, they will continue to actively participate in the METRICH Drug Task Force. He stated the Vision, Mission and Values of the department: (1) Vision: The Tiffin Police Department, utilizing 21st Century policing methods and strategies will be the best department of its size in the state of Ohio. Those methods and strategies will include Community Outreach, Departmental Transparency, Employee Wellness and Resiliency and Profession Police Training; (2) Mission: The Tiffin Police Department is committed to providing a safe community by controlling crime through prevention, education and enforcement of the law; and (3) Values: Fairness, Integrity, Respect, Service and Teamwork (FIRST). He said yesterday was a memorial day during police week for the fallen and deceased, which locally include Larry Bean and George Scaife, who passed away in 2021. Staff changes included the departure of two dispatchers, one retired lieutenant, and one administrative professional; the hiring of one dispatcher, three police officers and one administrative professional; the promotion of one lieutenant, one sergeant and one detective; and the nationwide search for a new chief resulting in his swearing in on November 24, 2021. Chief Pauly reviewed the statistics of the various divisions and teams and pointed out the climbing number of drug overdoses. The METRICH Drug Task Force is working to decrease these numbers through continued education and aggressive enforcement actions in all jurisdictions. In the specific case of Tiffin, he reported a 39% decrease in total OD cases, a 38% decrease in fatalities, a 15% increase in search warrant seizures and a 53% increase in drug education talks and presentations to the public. Pauly also outlined the community engagement programs and services completed in 2021, as well as the various staff recognitions and awards. He also reported that there had been substantial purchases made in 2021: the annual two cruisers, a year-round speed trailer, 11 tasers, 2 server replacements, a Honda generator for police operations, simulations (non-lethal training ammo), and software including the ProPhoenix maintenance upgrade and an early warning program that helps identify behavioral patterns and issues in employees. Chief Pauly ended his report by stating the top seven 2022-2023 Strategic Goals for the department: 1) Ensure a safe community; 2) Recruit and retain a diverse, highly skilled and motivated law enforcement work force; 3) Develop and improve internal systems which assure high quality professional service to citizens while increasing the department's

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efficiency; 4) Be an active partner in quality education for our citizens; 5) Attract and retain prosperous businesses with our community; 6) Promote community/departmental pride and understanding; and 7) Officer wellness and resiliency.

President Pro Tem Gillig commended Chief Pauly for his phenomenal report and reiterated Council’s support, noting that the officers and their families shoulder a great amount of responsibility. Councilmember Jones asked if the second of the two dispatchers that left in 2021 would be replaced, and Pauly said the second one was hired in 2022. Jones also asked if the 11 tasers purchased in 2021 were enough, and Pauly said it was since they have one for every officer. Councilmember Perry asked him if he had any concerns with hiring in the foreseeable future. Pauly said that when he first looked into the chief’s position he explored that topic and found a lot of angst out there. Everybody is having a tough time, and public service in general is having trouble attracting people. President Pro Tem Gillig said one thing we have going for us is the public safety training at Seneca Sentinel and the Tiffin University law enforcement program. Councilmember Perry pointed out that both universities do an excellent job in their criminal justice programs and perhaps we could snag some of those students. Perry also commended SRO Ofc. Doug Skornicka who, along with his dog Scout, does a fantastic job with the students. President Pro Tem Gillig said he was terrified of the new synthetic opioid nitazene that the Chief had mentioned was 20x worse than fentanyl. Gillig said we have to be heading to the decriminalization of marijuana, and Councilmember Perry added he felt it would happen in the near future since K-9 handlers are now training dogs for other sorts of drugs, not marijuana. Gillig said the problem with medical marijuana is that it is not standardized so you don’t know the doses, so he would like to see educating our students in the schools as a priority so that they can make well-informed choices.

Councilmember Leopard moved Council go into Executive Session with City Administrator Thornton, Director of Finance Kaufman and outside counsel to consult and confer on imminent or pending legislation. Councilmember Iannantuono seconded. Roll call vote was taken and motion was approved 7-0. Executive Session was entered into at 7:52 p.m. Upon their return to Chambers, Councilmember Leopard moved to return to regular session at 8:44 p.m.; Councilwoman Iannantuono seconded. Roll call vote was taken with all members present and motion was approved 7-0. Regular session re-opened at 8:44.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN:

Director of Finance Report for the month ending:	APRIL 30, 2022
Total Receipts for the month:	\$4,012,960.90
Total Expenses for the month:	\$2,550,567.74
The General Fund unencumbered balance:	\$4,730,228.60

The income tax receipts for April 2022 were \$1,574,793.85. The total increase in income tax receipts in April 2022 compared to April 2021 is \$511,286.41. The annual increase in income tax receipts is 24.14% year to date.

The .25% portion of income tax receipts that was transferred into fund 215 for public streets for April 2022 is \$191,148.21.

The unexpended balance for all funds is **\$3,953,427.70**, which is the same as the bank balances for the same time period.

Councilmember Iannantuono moved to accept the finance report as presented and the bank reconciliation emailed to Council; Councilmember Leopard seconded. Motion was approved on a voice vote of 7-0.

DIRECTOR OF LAW BRENT T. HOWARD: No report.

WRITTEN COMMUNICATIONS:

Mayor’s Request for Legislation #22-12 – 2023 Urban Paving Project

Referred to Streets, Sidewalks and Sewers Committee.

Mayor’s Request for Legislation #22-13 – RFQs for East Perry Street Reconstruction Project

Referred to Streets, Sidewalks and Sewers Committee

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Mayor's Request for Legislation #22-14 – Bids and Contract for East Perry Street Reconstruction Project
Referred to Streets, Sidewalks and Sewers Committee

Mayor's Request for Legislation #22-15 – Bids and Contract for Ella Street Over Sandusky River Bridge Replacement Project

On file in Clerk of Council's office; legislation prepared under Ord. 22-40.

Mayor's Request for Legislation #22-16 – LTCP Backflow Prevention and Stormwater Diversion Project
Referred to Streets, Sidewalks and Sewers Committee

Mayor's Request for Legislation #22-17 – Riverview Estates Sewer Rehabilitation Project
Referred to Streets, Sidewalks and Sewers Committee

Mayor's Request for Legislation #22-18 – W. Market St. and S. Monroe St. Emergency Sewer Repairs
Referred to Streets, Sidewalks and Sewers Committee

Finance Director's Request for Legislation #F22-16 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Park Budget (\$2,500.00).

On file in Clerk of Council's office; legislation prepared under Ord. 22-39.

Finance Director's Request for Legislation #F22-17 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Fire Capital Budget (\$13,205.00).

On file in Clerk of Council's office; legislation prepared under Ord. 22-41.

ORAL COMMUNICATIONS:

Bryce Riggs, 144 S. Washington St., spoke on behalf of Citizens for Tiffin regarding the Road and Bridge Levy renewal. He said it looks like it will pass and thanked the community, voters and City Engineer Watson for the long-term plan put in place for our community. He also thanked Council, Administration and the Mayor for their continued support. President Pro Tem Gillig said he was very grateful for his leadership in the community and his work on this committee.

Glenn Ardner, 324 S. Sandusky St., addressed Council regarding deer running free at night and eating up gardens and asked that something be done. He added that two deer ran across the road and almost got hit. He noted that there had been discussions in past but nothing happened. *President Pro Tem Gillig referred the matter to the Law & Community Planning Committee.*

James Fruth, a Tiffin attorney for approximately 23 years, said he was speaking to Council on his own behalf. He noted that the elected Municipal judge had now been absent for over six months after his suspension and would be eligible to ask to return after one year. He asked what they were supposed to do if he asked to return after one year and what would be the right thing to do in the interim – wait? However, he said Ohio Revised Code Section 1901.10 (B) states that a vacancy shall exist on an absence of over six consecutive months, noting that “shall” equals mandatory and “must” means that the legislative authority shall declare the vacancy, i.e. there is no discretion. Council has been quiet for six months now and, although not an easy thing to do, they must uphold the law.

Attorney John Kahler, said he was addressing Council on behalf of many other lawyers in town, adding that James Fruth did in fact speak for a great many of them as well. He echoed Mr. Fruth's concerns and urgings to Council.

MOTIONS: None.

RESOLUTIONS: None.

ORDINANCES:

Ordinance 22-34, introduced by Zack Perkins and read for the third time.

ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT AN EASEMENT FOR SANITARY SEWER PURPOSES FROM AAI LEASING, LLC ON FOUR PARCELS OF LAND OFF OF ELWOOD AND DAVIS STREETS, AND DECLARING AN EMERGENCY.

Councilmember Perkins moved for passage; Councilmember Perry seconded.

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

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Ordinance 22-35, introduced by Zack Perkins and read for the third time.

ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT AN EASEMENT FOR SANITARY SEWER AND STORM WATER DRAINAGE PURPOSES FROM R&L ZEIS FAMILY PARTNERSHIP III LTD. ON LAND ON EUCLID AVENUE, AND DECLARING AN EMERGENCY.

Councilmember Perkins moved for passage; Councilmember Iannantuono seconded.

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

Ordinance 22-36, introduced by Ben Gillig and read for the third time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$2,371.00 INTO THE PARK & RECREATION BUDGET.

Councilmember Lepard moved for passage; Councilmember Perkins seconded.

Discussion: Director of Finance Kaufman explained that this ordinance for donations from Tiffin Charitable Foundation and Team Kenna.

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

Ordinance 22-37, introduced by Steve Lepard and read for the second time.

ORDINANCE AUTHORIZING THE MAYOR AND/OR TIFFIN-SENECA ECONOMIC PARTNERSHIP TO APPLY TO AND RECEIVE FROM THE OHIO DEPARTMENT OF DEVELOPMENT, OFFICE OF COMMUNITY DEVELOPMENT, FOR A SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT FOR QUALIFYING PROJECTS AND ALLOWABLE ADMINISTRATIVE EXPENSES, AUTHORIZING BIDDING AND EXECUTING OF CONTRACTS AS NEEDED, AND DECLARING AN EMERGENCY.

Ordinance 22-39, introduced by Ben Gillig and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE A \$2,500.00 DONATION FROM TAIHO CORPORATION INTO THE PARK BUDGET.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Rhoades seconded.

Discussion: Councilmember Lepard thanked Taiho for their continued support to the Tiffin Parks Department.

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

Ordinance 22-40, introduced by Zack Perkins and read for the first time.

ORDINANCE AUTHORIZING CITY ADMINISTRATOR TO PREPARE PLANS AND SPECIFICATIONS, ADVERTISE FOR AND RECEIVE BIDS, AND RECOMMEND AND EXECUTE A CONTRACT FOR THE ELLA STREET BRIDGE REPLACEMENT PROJECT, AND DECLARING AN EMERGENCY.

Councilmember Perkins moved for suspension of the three-reading rule and passage; Councilmember Lepard seconded.

Discussion: Director of Law Howard explained that this ordinance allows us to move forward with legislation that has already been approved.

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

Ordinance 22-41, introduced by Ben Gillig and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$13,205.00 INTO THE FIRE CAPITAL BUDGET.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Perry seconded.

Discussion: Councilmember Lepard explained that the money came from the sale of a Fire/Rescue boat. City Administrator added that it was sold along with a fish finder on Deals.gov.

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

OTHER BUSINESS:

Councilmember Lepard announced a Law & Community Planning Committee meeting for Monday, May 23, 2022 at 4:30 p.m. in the Hayes Committee Room to discuss deer concerns, and any other business that may come before them.

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Councilmember Perkins announced a Streets, Sidewalks and Sewers Committee meeting for Tuesday, May 24, 2022 at 4:30 p.m. in the Hayes Committee Room to discuss Mayor’s Requests for Legislation #22-12, #22-13, #22-14, #22-16, #22-18, and any other business that may come before them.

Councilmember Jeff Rhoades announced that due to scheduling conflicts with his new position, he was tendering his resignation from Council effective that evening, noting that it had been a very tough decision but that he had to do what was best for his family. President Pro Tem Gillig stated that from his personal experience with him he knew he would continue to do good things in the community. Councilmember Perry thanked him for being on Council and said it was a commendable thing to do for his family.

President Pro Tem Gillig noted that Kade Rowe, who was attending the meeting, had formed the Fort Ball Book Club which can be found on Facebook; it will hold its second meeting next month.

President Pro Tem Gillig said that there would be a Memorial Day celebration on Frost Parkway with the presentation of a wreath from the Daughters of the War of 1812, the Tiffin Columbian Band and dignitaries speaking and honoring our heroes.

Councilmember Lepard invited everyone to Attica on Saturday at 3:00 p.m. for the dedication of its Veterans Memorial. He asked Director of Communications Nick Dutro to please post some of the veteran services organizations that were placing flags on the graves of our veterans.

ADJOURNMENT: 9:21 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Monday, May 16, 2022 at 6:48 p.m. in Council Chambers. Attending were Councilmembers Ben Gillig, Dawn Iannantuono, Ken Jones, Steve Lepard, Zackery Perkins and Daniel Perry and Jeff Rhoades. Also attending were City Administrator Dale Thornton, Director of Law Brent T. Howard, and Director of Finance Kathy Kaufman, Director of Communications and Constituent Services Nick Dutro and Police Chief David Pauly. In the absence of Council President Bridget Boyle due to a work commitment, Councilmember Gillig acted as President Pro Tem.

Director of Law Brent Howard requested suspension of Ord. 22-39 appropriating funds donated by Taiho for the Parks Department; Ord. 22-40 for the Ella St. Bridge Replacement Project for which Council has already authorized the design and bidding, etc., and this is the final necessary step pending the Federal Highway Administration's final authorization to proceed; as well as Ord. 22-41 appropriating over \$13,000 in proceeds from the sale of the fire boat for the Fire Department to buy a replacement boat.

Director of Law Howard clarified that Ord. 22-3 was on the table pending voters' action on the question of continuing the Road and Bridge Levy, which they overwhelmingly approved. Council must await certification from the Board of Elections, which will probably be received by the next meeting so it can be removed and approved.

Councilmember Jones asked about three checks written in 2020-2021 that were voided and noted that some individuals or businesses had lost out on some money. He added that there were 13 checks still outstanding in 2021 and asked if they would also be lost and how much contact the Finance Department made to pursue their being cashed. Director of Finance Kaufman explained that the three checks voided had actually been reissued, since everyone was contacted by letter and had requested they be reissued. Two of the three have been cashed. The other 13 also got a letter dated March 29, 2022, and the Finance Department is waiting to hear back. If not cashed, they would be written off in January 2023. Director of Law Howard explained that Codified Ordinance Section 135.09 from 1997 directs that the Finance Director shall write off all checks not cashed within one year and provide notification to Council of them, and following the Codified Ordinances Council could take action by ordinance. President Pro Tem Gillig noted that protocol had been followed and the ball was in the individuals' court.

ADJOURNMENT: 6:58 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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JUNE 6, 2022 – REGULAR MEETING

Tiffin City Council met for its first meeting of the month in accordance with Codified Ordinance Section 121.03. Council President Bridget Boyle was absent due to traveling for work; President Pro Tem Ben Gillig 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 five councilmembers were present: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Dawn Iannantuono (3rd Ward), Daniel Perry (4th Ward), Ben Gillig (At Large); Zackery Perkins was absent. Also attending were Mayor Aaron D. Montz, City Administrator Dale Thornton, Director of Law Brent T. Howard, and Director of Communications and Constituent Services Nick Dutro.

MINUTES: The minutes for the May 20, 2022 Regular and Committee of the Whole Meetings were approved as written.

COMMITTEE REPORTS:

Councilmember Lepard reported that a Law & Community Planning committee meeting was held Monday, May 23, 2022 at 4:30 P.M. in the Mark Hayes Committee Room. Attending were committee members Steve Lepard and Dan Perry along with Director of Law Brent Howard and Nick Dutro, Director of Communications & Constituent Services. The meeting was called to order at 4:34 P.M. Lepard stated that the purpose of the meeting was to discuss deer concerns, the item was appointed to committee during the June 6th meeting during public comment when a resident complained about the deer population and garden destruction. With nobody from the public attending Law Director Howard and Chairman Lepard informed those attending of the actions of the committee on May 25, 2018 with the same concerns. The committee in 2018 sought the advice of ODNR and invited them to a committee meeting along with residents with concerns. The ODNR advised and recommended solutions for landscaping and deterrence of deer but not all residents were happy with the results. In 2018 the City of Tiffin was open to the possibility of the temporary installation of an electric fence along properties on St Francis Ave. to deter deer from entering an area. The residents soon lost interest and did not pursue the concern further. The committee agreed that there are concerns in every area within the city not only with deer but other wildlife. While some residents take action to deter the deer there are residents who encourage deer on to their property with salt blocks. No action was taken by the committee and the committee adjourned at 5:05 P.M. Respectfully submitted, Steven Lepard, Chairman.

President Pro Tem Gillig suggested that as we redesign the City website we could include hints from ODNR on how to deal with the population of deer.

In Councilmember Perkins absence, Councilmember Iannantuono read the report on the Streets, Sidewalks and Sewers Committee meeting held Tuesday, May 24th at 4:31 pm in the Hayes Committee Room. The purpose of the meeting was to discuss Mayor's Request for Legislation #22-12 Urban Paving Project, #22-13 RFQs for East Perry Street Reconstruction Project, #22-14 Bids and Contract for East Perry Street Reconstruction Project, #22-16 LTCP Backflow Prevention and Stormwater Diversion Project, #22-17 Riverview Estates Sewer Rehabilitation Project, and #22-18 West Market Street and South Monroe Street Emergency Sewer Repairs. In attendance were Mayor Aaron Montz, City Engineer Matt Watson, Superintendent of Public Works Brandon Burner, Director of Law Brent Howard, Councilmembers Dawn Iannantuono, Steve Lepard, Ken Jones, and Zack Perkins. City Engineer Matt Watson began the meeting explaining that #22-12 Urban Paving Project is requesting authorization to move forward with request for qualifications for the construction, administration, and inspection for the project which is planned for next year. The proposal is the resurface West Market Street from Elmer Street to State Route 53 as well as South Washington Street from St Joes Church to Glenn Street. The construction estimates are about \$600,000 and 80% of that is paid for by the ODOT Urban Paving grant. Councilman Lepard asked if we needed to install the handicap ramps at those locations. Engineer Watson informed us that those ramps are either complete or will be completed this year before the project begins in 2023. Engineer Watson proceeded to explain that #22-13 RFQs for East Perry Reconstruction is very similar to #22-12 in that it is requesting authorization to move forward with request for qualifications for the construction, administration, and inspection for the East Perry Street project. This is a full rebuild of Perry Street from Circular Street to Jefferson Street. We will be using consultants for these projects since the grant pays for 80-95% of their services and that lets us use our resources in other areas. The reason that this portion of Perry has failed is due to a brick subbase that has slowly deteriorated. The current estimated cost is \$1.1 million with 95% of the project potentially being covered by the grant. Engineer Watson explained that #22-14 also pertains to the East Perry Street Reconstruction Project.

This specific ordinance authorizes the City Administrator to solicit construction bids when that time comes. The grant for the project becomes available July of 2023 and we should be able to maintain traffic through Perry Street during construction due to it being a one-way street. Once the project is underway it should be completed within 2-3 months. Councilmember Iannantuono then made a motion for the Director of Law to prepare legislation for #22-12, #22-13, and #22-14 for the next City Council meeting. The motion was seconded by Councilmember Lepard. The motion passed unanimously 4-0. Superintendent Burner began by explaining #22-16 LTCP Backflow Prevention and Stormwater Diversion Project is to be completed by July of 2023. We need to install the last 6 CSO's that do not have backflow preventers on them. We need a request for qualifications and design for those 6 and the remaining CSO's on the system and it will be much easier to do them all at once. CSO 17 diversion of stormwater is the other part of this proposed legislation that needs addressed. This is located Liberty Street and Riverside Drive. A suspense and emergency are also being requested due to the strict timeline of completion by July 2023 and many of the items needed are special order items. Superintendent Burner stated that #22-17 is a request for qualifications for a condition assessment of the Riverview Estates Sewer Project area. Originally this came to council in the end of 2021 for approval for a design to move forward with a full replacement. As small repairs have been made by the city Superintendent Burner believes we can use some less intrusive pipe replacement repair methods. With the pipe not running down the road and being offset under people's driveways this can save a lot of time and money. The request is to allow a consultant to run a camera down that 9000 ft stretch of sewer for a condition assessment. Superintendent Burner stated that there are multiple repairs on the West Market Street portion of #22-18 from Nelson Street to South Sandusky. We are requesting suspense so that we can address these issues before we get to Urban Paving on this stretch of road. The current estimated cost for this project is 1.6 million. Director of Law Howard stated that this Ordinance would appropriate the 1.6 million for this sewer repair project. ODOT will be providing us approximately \$600,000 for this project as well. The South Monroe Street portion is a brick sewer repair that comes from South Washington Street and has an S shape down the alley near Hoptometry and the Post Office and is difficult to navigate. This is approximately a 630 ft stretch of sewer pipe that needs replaced. We are looking to have bid openings around July and completion in November. Councilperson Jones then made a motion for the Director of Law to prepare legislation for #22-16, #22-17, & #22-18 for the next City Council meeting. The motion was seconded by Councilperson Iannantuono. The motion passed unanimously 4-0. Engineer Watson discovered an issue with the culvert on Harvest Lane a couple years prior but was hoping it would last a few more years. During an inspection this year he has determined that the culvert has deteriorated completely, and needs repaired immediately. The current estimated cost is approximately \$88,000 and we have the funds for this repair. Engineer Watson is asking Council to allow the Law Director to draft legislation authorizing the City Administrator to solicit construction contract bids for the Harvest Lane Culvert Project with a budget of \$100,000. We are also asking that this be suspended and have an emergency. Councilmember Iannantuono then made a motion for asking Council to allow the Law Director to draft legislation authorizing the City Administrator to solicit construction contract bids for the Harvest Lane Culvert Project with a budget of \$100,000 to be introduced at the next council meeting. The motion was seconded by Councilmember Lepard. The motion passed 4-0. Engineer Watson proceeded to announce that we officially submitted a grant application for the ODOT Small Cities Grant which is only available for cities under 25,000 people. We utilized this previously for the Miami Street reconstruction. The grant would be used for a reconstruction from Hall Street to Tomb Street. This would be approximately a \$1.7 million project and we are asking for 95% funding. The funds for the grant would not become available until 2025. Councilperson Lepard then forwarded petition #102 Riverfront Alley Vacation. This is the alley is located behind Kear's Speed Shop and there is currently no action needed. With no further committee business to discuss the meeting adjourned at 5:20 pm. Respectfully submitted by Zack Perkins, Chair.

President Pro Tem Gillig announced that no additional Committee of the Whole meeting would be scheduled.

REPORTS OF THE OFFICERS:

MAYOR AARON D. MONTZ

Mayor Montz presented a Proclamation for June as Alzheimer's and Brain Awareness Month and announced this year's Walk to End Alzheimer's would be September 24 at Tiffin University's Heminger Center.

The Mayor stated that the City is 17.3% ahead of last year at this time, with the true-up coming in May because taxes were due this year at the usual time. We are \$860,000 ahead with an unencumbered balance of \$5.8 million.

The City's Birthday Party will be held Thursday, June 16 in Downtown Tiffin as part of Third Thursday.

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On the 4th of July there will be all day long events at Hedges-Boyer Park, including food vendors, a car show, several bands culminating with Daryl Worley and fireworks at 10 p.m.

Fire Chief Rob Chappell then presented his annual report to Council. The department has 30 personnel and two chief officers at the FFFII level. Three crews work 24 hours on/48 hours off. They provide protection for the city and have auto-aid agreements with several surrounding townships, along with some mutual aid. They also perform origin and cause investigations for all fires. In 2021 they responded to 690 non-EMS calls, including 22 building fires, and assisted neighboring departments at 42 fire-related incidents. The response time for all non-EMS was 3:37 minutes. 24 of the 32 EMS personnel are certified as paramedics to the city. They also do mutual aid calls into five additional townships and Fostoria. In 2021 there were a total of 2,924 EMS calls (8 per day), and they transported 2,115 patients with an average response time of 3:08 minutes, which was down from 2020 to 2021 by 12.2%. The Fire Department does about 900 inspections each year on existing buildings, combining compliance with education as it provides training for the crews. For new and renovated buildings they do a plan review prior to the zoning permit being issued and can aid in consultation with business development and community risk reduction. Each year they do a K-5 school program and senior fire safety and fall prevention programs. In conjunction with the Parks Department, there will be a Tiffin Fire Youth Academy, a camp that is all about EMS, CPR and first aid. The new Handle with Care Program was established in 2021 to create more positive reactions with the Tiffin Fire Department to reduce trauma to children and youth. Goals and plans for 2022 are continuing to integrate new and update existing technology within the department; focusing on officer development training; a new five-year plan mapping out how they will continue to improve upon their current level of service; and a long-term project for a new station. Most of the apparatus are in pretty good shape and may last for a few years. They are putting together an order for a new ambulance because there is a 22 month lead time. The maximum cost with ARPA is now \$375,000, while the last one cost \$250,000. They are also focusing on building stronger relationships with local agencies and community stakeholders, partnering with TU on forensics and doing a live burn training camp. Chappell explained that recruitment and retention efforts are not just a Tiffin, regional or state but worldwide issue with a shortage of firefighters. Staffing levels are currently three crews of 10 with five vacancies that are fully funded. Recruitment efforts include expanding their social media presence from beyond Facebook because they are not reaching other age groups and demographics; an Instagram account has been created and they are developing a recruiting video. They are also partnering with educational institutions such as Seneca Vanguard to create a better interest in fire and EMS. They are also researching and developing strategies based on military high school recruitment practices and implementing retention efforts. Since 2019 they have lost 19 of 38 people, with 11 going to other departments, six retiring and the rest are no longer in fire positions. Other efforts are a new truck design and decals, fitness equipment, station design and projects, updating the training platform, improving and increasing electronic capabilities, creating a reimbursement program for paramedic school and promoting more teamwork opportunities. Councilmember Iannantuono asked if Tiffin gave mutual aid to all of Fostoria or just the part in Seneca County; Chappell explained that they will assist with any fire within Fostoria city limits. She also asked how they get rid of the smell of smoke. Chief Chappell said that cancer prevention starts at the fire scene by putting equipment into air tight bags so as not to contaminate the fire truck. The equipment used is put at the back of the truck and not in the cab, and they have a machine that scrubs the hoses and a new PPE washer and gear extractors for cleaning turnout gear with special enzymes. Councilmember Jones noted that he got a discount on his house insurance because the City achieved Level 2 status.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN: Absent; no report.

DIRECTOR OF LAW BRENT T. HOWARD:

Director of Law Howard stated that the easement that Council approved from R Investments along S. River Road for a scenic trail and overlook over the Sandusky River, had been signed and recorded.

WRITTEN COMMUNICATIONS:

Mayor's Request for Legislation #22-19 – Grant through H2Ohio

Referred to the Finance Committee

Mayor's Request for Legislation #22-20 – Appointment to Planning Commission (John Bing)

Referred to Law & Community Planning Committee

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Finance Director's Request for Legislation #F22-18 to amend the 2022 Budget Ordinance 21-105 to create fund 442 for the 2022 Street Improvement Bonds, appropriate funds and approve a transfer.

On file in Clerk of Council's office; legislation prepared under Ord. 22-49.

Finance Director's Request for Legislation #F22-19 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Fire Dept. Budget.

On file in Clerk of Council's office; legislation prepared under Ord. 22-50.

Finance Director's Request for Legislation #F22-20 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Park Budget.

On file in Clerk of Council's office; legislation prepared under Ord. 22-51.

Seneca County Board of Elections - Certificate of Result of May 3, 2022 Election (Ord. 22-3 – ¼% Road and Bridge Levy Continuation)

On file in Clerk of Council's office.

ORAL COMMUNICATIONS:

Adam Gillmor, TSEP Development Coordinator, gave an update on the 2022 CDBG Small Cities Allocation Grant of \$150,000 to be used for the Tiffin Community Kitchen as per Ord. 22-37.

Christopher Liebold addressed Council representing Alexandria Orta, who he said was subject to invasion of privacy in the Tiffin Municipal Court and was imprisoned without probable cause, had her privacy invaded and is still harmed to this day. He added that the injury extends to all citizens of Seneca County because they have been without an elected judge to hear causes for over six months. He implored Council to suspend the three-reading rule and declare the seat vacant.

MOTIONS:

A. Councilmember Lepard moved to read Ord. 22-53 in its entirety; Councilmember Iannantuono seconded. Roll call vote was taken and motion was approved 5-0.

B. Councilmember Lepard moved to remove Ord. 22-3 from the table for a vote; Councilmember Perry seconded.

Discussion: Director of Law Howard explained that Council was confirming the vote of the electors.

Motion was approved on a voice vote of 5-0.

RESOLUTIONS: None.

ORDINANCES:

Ordinance 22-3, introduced by Ben Gillig and read for the third time.

AN ORDINANCE AMENDING SECTIONS 197.012 AND 197.013 OF THE CODIFIED ORDINANCES OF THE CITY OF TIFFIN, OHIO, IN ORDER TO PROVIDE FOR THE CONTINUATION OF THE CITY'S EXISTING ONE-QUARTER PERCENT (1/4%) MUNICIPAL INCOME TAX LEVY DURING THE PERIOD FROM JANUARY 1, 2024 THROUGH DECEMBER 31, 2028 TO PROVIDE FUNDS TO PAY CERTAIN COSTS OF MAINTAINING, REPAIRING AND IMPROVING PUBLIC STREETS IN THE CITY.

Councilmember Lepard moved for passage; Councilmember Jones seconded.

Roll call vote was taken on the passage, and it was approved 5-0.

Ordinance 22-37, introduced by Steve Lepard and read for the third time.

ORDINANCE AUTHORIZING THE MAYOR AND/OR TIFFIN-SENECA ECONOMIC PARTNERSHIP TO APPLY TO AND RECEIVE FROM THE OHIO DEPARTMENT OF DEVELOPMENT, OFFICE OF COMMUNITY DEVELOPMENT, FOR A SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT FOR QUALIFYING PROJECTS AND ALLOWABLE ADMINISTRATIVE EXPENSES, AUTHORIZING BIDDING AND EXECUTING OF CONTRACTS AS NEEDED, AND DECLARING AN EMERGENCY.

Councilmember Lepard moved for passage; Councilmember Iannantuono seconded.

Roll call vote was taken on the passage, and it was approved 5-0.

Ordinance 22-42, introduced by Zack Perkins and read for the first time.

ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH A PROFESSIONAL DESIGN FIRM FOR THE CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR THE 2023 URBAN PAVING PROJECT.

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Ordinance 22-43, introduced by Zack Perkins and read for the first time.

ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH A PROFESSIONAL DESIGN FIRM FOR THE CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR THE SEN-SR 18-0.07- EAST PERRY STREET RECONSTRUCTION PROJECT.

Ordinance 22-44, introduced by Zack Perkins and read for the first time.

ORDINANCE AUTHORIZING CITY ADMINISTRATOR TO PREPARE PLANS AND SPECIFICATIONS, ADVERTISE FOR AND RECEIVE BIDS, AND RECOMMEND AND EXECUTE A CONTRACT FOR THE SEN-SR 18-0.07- EAST PERRY STREET RECONSTRUCTION PROJECT.

Ordinance 22-45, introduced by Zack Perkins and read for the first time.

ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH A PROFESSIONAL DESIGN FIRM FOR PREPARATION OF THE ENGINEERING, DESIGN, AND CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR THE LONG-TERM CONTROL PLAN BACKFLOW PREVENTION AND STORM WATER DIVERSION PROJECT, AND DECLARING AN EMERGENCY.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Perry seconded.

Discussion: Councilmember Lepard explained that there were concerns with supply chain issues on backflow prevention.

Roll call vote was taken on the suspension, emergency and passage, and each was approved 5-0.

Ordinance 22-46, introduced by Zack Perkins and read for the first time.

ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH A PROFESSIONAL DESIGN FIRM FOR PREPARATION OF THE ENGINEERING AND DESIGN AND CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR THE RIVERVIEW ESTATES SEWER REHABILITATION PROJECT, AND DECLARING AM EMERGENCY.

Ordinance 22-47, introduced by Zack Perkins and read for the first time.

ORDINANCE AUTHORIZING CITY ADMINISTRATOR TO PREPARE PLANS AND SPECIFICATIONS, ADVERTISE FOR AND RECEIVE BIDS, AND RECOMMEND AND EXECUTE A CONTRACT FOR REPAIRS TO THE W. MARKET STREET AND S. MONROE STREET SEWERS, AMENDING THE BUDGET FOR THE EXPENSE, AND DECLARING AN EMERGENCY.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Iannantuono seconded.

Discussion: Councilmember Lepard explained that suspension is requested because Public Works has supply chain issues with parts and needs as much lead time as possible.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 5-0.

Ordinance 22-48, introduced by Ben Gillig and read for the first time.

ORDINANCE ADOPTING A TAX BUDGET FOR FISCAL YEAR 2023, ATTACHED HERETO AS A PART HEREOF, AND DIRECTING THE DIRECTOR OF FINANCE TO DELIVER THE BUDGET TO THE SENECA COUNTY AUDITOR ON OR BEFORE JULY 20, 2022, AND DECLARING AN EMERGENCY.

Ordinance 22-49, introduced by Ben Gillig and read for the first time.

ORDINANCE AMENDING BUDGET ORDINANCE 21-105 TO ESTABLISH FUND 422 2022 STREET IMPROVEMENT BONDS, TRANSFER MONEY TO PAY INTEREST, AND APPROPRIATE MONEY FOR THE SEWER BOND, AND DECLARING AN EMERGENCY.

Councilmember Gillig moved for suspension of the three-reading rule and passage; Councilmember Lepard seconded.

Discussion: President Pro Tem Gillig explained that the suspension allowed Council to get the process started.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 5-0.

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Ordinance 22-50, introduced by Ben Gillig and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE A \$10,000.00 GRANT RECEIVED FROM THE OHIO DEPARTMENT OF COMMERCE INTO THE FIRE/RESCUE DIVISION BUDGET.

Councilmember Gillig moved for suspension of the three-reading rule and passage; Councilmember Perry seconded.

Discussion: President Pro Tem Gillig explained that the suspension would allow us to get the grant and put the money to work.

Roll call votes were taken on the suspension and passage, and both were approved 5-0.

Ordinance 22-51 introduced by Ben Gillig and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE A TOTAL OF \$950.71 IN DONATIONS RECEIVED FROM THE TIFFIN AMVETS AND MARC AND LISA GELINAS INTO THE PARK & REC BUDGET.

Councilmember Gillig moved for suspension of the three-reading rule and passage; Councilmember Lepard seconded.

Discussion: President Pro Tem Gillig said that this would get the money into the Budget, and he thanked Tiffin AmVets and the Gelinas.

Roll call votes were taken on the suspension and passage, and both were approved 5-0.

Ordinance 22-52, introduced by Steve Lepard and read for the first time.

ORDINANCE AUTHORIZING CITY ADMINISTRATOR TO PREPARE PLANS AND SPECIFICATIONS, ADVERTISE FOR AND RECEIVE BIDS, AND RECOMMEND AND EXECUTE A CONTRACT FOR REPAIRS FOR THE HARVEST LANE CULVERT PROJECT, OBTAIN PROPERTY RIGHTS FOR THE PROJECT, AND DECLARING AN EMERGENCY.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Iannantuono seconded.

Discussion: Councilmember Lepard said that he had visited the site and saw the large depression in the area where the ground is sinking in, and the repair needs to be done as soon as possible.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 5-0.

Ordinance 22-53 introduced by Steve Lepard and read for the first time.

ORDINANCE DETERMINING AND DECLARING A VACANCY IN THE OFFICE OF JUDGE OF THE TIFFIN-FOSTORIA MUNICIPAL COURT AND DECLARING AN EMERGENCY.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Iannantuono seconded.

Discussion: Councilman Perry said he understood suspending the three-reading rule for time-sensitive items such as collecting bids, using donations, etc. but said he was not in favor of suspending this ordinance in order to obtain input from the Fourth Ward and City residents. Councilmember Jones agreed unless it was time sensitive for the Board of Elections. Councilmember Lepard said he thought it was important to put this issue to rest since it had been going on since November 9th with the ruling of the Ohio Supreme Court was quick and definite. Not suspending the ordinance would only shorten the time for potential candidates to pull their petitions, get signatures and submit them to the Board of Elections. He added that he thought there had been plenty of time to form their opinions, and the citizens of the wards expect them to act on it. Councilmember Iannantuono agreed and said she had been hearing about it for months and it needs to be put to rest so we can move on. Councilmember Lepard pointed out that they were elected to act on behalf of their wards, and opinions have already been formed. President Pro Tem Gillig said he agreed and was horrified by what happened to Ms. Orta in a Tiffin affiliated courtroom. He said although he understood the trepidation of Councilmembers Perry and Jones about the suspension, the issue at hand is there has been a vacancy since November 9th and the six months have come to fruition. Although we may wish to have a second and third reading, it is not going to change the base of the issue. Councilmember Lepard agreed they were not there to judge Judge Repp's actions but to declare a vacancy. President Pro Tem Gillig added that the vacancy will still exist and we need to move forward and allow the healing to begin. Councilmember Lepard noted that if Council does not do it, the attorneys will; he did not want out of town attorneys declaring the vacancy because it is Council's job to do it. Director of Law Howard confirmed that by Charter five votes would be necessary to suspend the three-reading rule. Councilmember Iannantuono clarified the timeline; they knew about it two weeks ago it was in the paper two weeks ago, lawyers spoke about it two week ago, and if Council goes through the whole process it's a total of six weeks, and we're already at seven months from the time of this. She added that as a woman she was appalled

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about what happened to Ms. Orta, and she really appreciated her coming to the meeting. President Pro Tem Gilling concurred and said he knew it was not easy for her.

Roll call vote was taken on the suspension, which failed 4-1 with Councilmember Perry voting against. By Charter, it did not meet the requirements for suspension.

OTHER BUSINESS:

Councilmember Jones invited everyone to the tour of the wrapped traffic control boxes on June 10 at 6:00 p.m.

ADJOURNMENT: 8:43 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Monday, June 6, 2022 at 6:45 p.m. in Council Chambers. Attending were Councilmembers Ben Gillig, Dawn Iannantuono, Ken Jones, Steve Lepard, Zackery Perkins and Daniel Perry; Zackery Perkins was absent. Also attending were Mayor Aaron D. Montz, City Administrator Dale Thornton, Director of Law Brent T. Howard, and Director of Communications and Constituent Services Nick Dutro. Councilmember Gillig acted as President Pro Tem in the absence of Council President Bridget Boyle.

Mayor Montz asked Council for suspension of Ord. 22-45 for the LTCP Backflow Prevention and Storm Water Diversion Project; Ord. 22-47 for repairs to the W. Market and S. Monroe St. sewers; and Ord. 22-49 establishing fund 422 - 2022 Street Improvement Bonds. He also asked for suspension of Ord. 22-50 for a Fire/Rescue Division grant; Ord. 22-51 to appropriate donations for the Parks and Recreation Department; and Ord. 22-52 for Harvest Lane Culvert repairs.

Councilmember Lepard stated he would be asking for suspension of Ord. 22-53 declaring a vacancy in the office of the Tiffin-Fostoria Municipal Court Judge and asking that it be read in its entirety.

ADJOURNMENT: 6:50 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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JUNE 20, 2022 – 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 six councilmembers were present: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Dawn Iannantuono (3rd Ward), Daniel Perry (4th Ward), Ben Gillig (At Large) and Zackery Perkins (At Large). Also attending were Mayor Aaron D. Montz, City Administrator Dale Thornton, Director of Law Brent T. Howard, Director of Finance Kathy Kaufman and Director of Communications and Constituent Services Nick Dutro.

MINUTES: The minutes for the June 6, 2022 Regular and Committee of the Whole Meetings were approved as written.

COMMITTEE REPORTS: No reports.

President Pro Tem Gillig announced that no additional Committee of the Whole meeting would be scheduled.

REPORTS OF THE OFFICERS:

MAYOR AARON D. MONTZ

Mayor Montz presented a first proclamation declaring June 19, 2022 as Juneteenth in the City of Tiffin in commemoration of the day Genl. Granger marched with Union Army troops to Galveston, TX to enforce the Emancipation Proclamation and free the last enslaved Black Americans in Texas over two years after President Lincoln declared all enslaved persons free. A celebration was held on the East Green yesterday from 4:30-6:00 p.m.

The second proclaimed June 19-25, 2022 as Amateur Radio Week in the City of Tiffin. Mayor Montz expressed gratitude to the ham radio operators who have given countless hours in community service **in emergency services and weather services**

Provided wholly uncompensated

AARL

24 hr emergency preparedness exercise

. Mike Mastro and Dennis and Susanxxx Wilkinson Dean Henry

The Mayor stated that the City is 17.3% ahead of last year at this time, with the true-up coming in May because taxes were due this year at the usual time. We are \$860,000 ahead with an unencumbered balance of \$5.8 million.

On the 4th of July there will be all day long events at Hedges-Boyer Park, including food vendors, a car show, several bands culminating with Darryl Worley and fireworks at 10 p.m.

At 7:32 p.m. Council adjourned the Regular Meeting and moved into Executive Session to discuss details fo the labor contract negotiations (see Motion A). Council returned at 7:37 p.m. and with all members present Council returned to Regular Session (see Motion B).

Mayor Montz stated that it had been a rough week with the Fire Department having lost retired Fire Chief Thomas Huss and the loss that morning of firefighter/EMS Sean Tyler who died of occupation cancer at age 37. He added that he was so happy that Council and Fire Chief Chappell had been proactive with the purchase of PPE washers, etc. to help preventing this in the future. A moment of silence was held in their honor.

Councilmember Jones stated that a recent comment was made that for the last 11 years Mayor Montz had done a great job in leading the city and one of the things he had accomplished was to grow the unencumbered budget from \$660,000 to around \$5.2 million. The Mayor said that a lot of that was due to major changes made to health insurance, fiscal responsibility, return on income taxes, continued growth of businesses, downtown revitalization, conservative budgeting as stated by the Director of Finance, as well as making sure to spending the money wisely and making people happy in how it was spent. He noted that there was only \$163,000 in funds when he first took over the office. Councilmember Perkins noted all the positive comments about him from residents on social media and said that even though he was not going too far away, he would be sorely missed by everyone on Council and in City government. Councilmember Perry added that he joined Council to honor former President Mark Hayes and to work alongside Mayor Montz, his administration and the other Council members. Councilmember Leopard said that working with the Mayor for about 15 years, including the four years sitting with him as a councilmember, had resulted in a friendship, and he was going to miss him. He added that Mayor Montz was a leader that the City has not seen in many years and he thanked him for it. Councilmember Iannantuono said it had been a pleasure working with him, and she was very proud of him. Councilmember Gillig said when Montz approached him to consider throwing his ring for City Council even though a Democrat in a primarily Republican area, and he was proud to know him. Councilmember Perkins pointed out that not everyone can be 26 but act with the maturity of a 46 year old.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN: No report.

DIRECTOR OF LAW BRENT T. HOWARD:

Director of Law Howard stated that the easement authorized by Council to receive from AAI Leasing regarding the Second Ward residential development in Runion's Reserve had been signed and recorded. Also, a public hearing on Ord. 22-48, the annual ordinance adopting the 2023 tax budget to be submitted to the Seneca County Auditor by July 20th would need to be held at the next Council meeting on July 5 with the public notice published at least ten days prior.

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WRITTEN COMMUNICATIONS:

- Mayor's Request for Legislation #22-21 – Appointment to Thomas Conner Memorial Commission (Kade Rowe)
Referred to Personnel and Labor Relations Committee
- Mayor's Request for Legislation #22-22 – Appointment to Park and Recreation Department (Danny Iannantuono)
Referred to Personnel and Labor Relations Committee
- Mayor's Request for Legislation #22-23 – Supplemental Appropriation – City Hall Renovation (\$35,668.90)
On file in Clerk of Council's office; legislation prepared under Ord. 22-57.
- Finance Director's Request for Legislation #F22-21 to amend the 2022 Budget Ordinance 21-105 to appropriate Funds into the Fire Capital Budget (\$18,451.00).
On file in Clerk of Council's office; legislation prepared under Ord. 22-55.
- Finance Director's Request for Legislation #F22-22 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Fire Operational Supplies Budget (\$12,500.00).
On file in Clerk of Council's office; legislation prepared under Ord. 22-56.
- Letter from Seneca County Republican Central Committee re appointment of Victoria Wilkins to fill the position of Tiffin City Councilmember At Large.
On file in Clerk of Council's office.

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ORAL COMMUNICATIONS:

Attorney Dean Henry first thanked Mayor Montz for always being responsive, receptive and open, for which he was very appreciative. Regarding Ord. 22-53 declaring the vacancy of the Municipal Court Judge position, he noted that he has had a great deal of experience as a lawyer in the community, and as such has been through some times in the past year. Right now in the Tiffin-Fostoria Municipal Court there are five good men who take time

from their busy schedules to cover the position. They are not elected to this position in Tiffin but have been requested by the Chief Justice of the Supreme Court, and it is time for the citizens of this community to choose who their judge will be. He stated that the perception of our justice system emanates from the Municipal Courts; this office is vacant and the community deserves an elected judge. He respectfully suggested that it was time for Council to make a decision. What has occurred particularly in the legal world is unprecedented and not for good reasons. He added that it was not a referendum on who is sitting in that chair because the courtroom belongs to the people, not the judge. It is time to get on with the citizens' ability to choose.

Christopher Liebold, attorney for Alexandria Orta, said he is on council in his city. He asked what message Tiffin City Council would be sending with its vote on this. He pointed out that the first two women to practice law in the state of Ohio were from Tiffin. It is time to clean up what has been a tarnish on the city and move on.

MOTIONS:

- A. Councilmember Gillig moved to go into Executive Session to discuss details of labor contract negotiations with Mayor Montz, the City Administrator and the Director of Law; Councilmember Iannantuono seconded.
Roll call vote was taken and motion was approved 6-0. Council went into Executive Session at 7:23 p.m.
- B. Councilmember Gillig moved to return to Regular Session; Councilmember Perkins seconded.
Roll call vote was taken and motion was approved 6-0. Council returned to Regular Session at 7:37 p.m with all members present.
- C. Councilmember Perry moved to have Director of Law Howard prepare legislation regarding the labor contract negotiations; Councilmember Lepard seconded.
Roll call vote was taken and motion was approved 6-0.
- D. Councilmember Lepard moved to amend Ord. 22-53 to include "Judge" I Section 2, Line 2, after the word "Court"; Councilmember Iannantuono seconded.
Motion was approved on a voice vote of 6-0.
- E. Councilmember Perry moved that when voting for Mayor, the person with the least votes would be dropped off until a majority vote is reached; Councilmember Jones seconded.
Roll call vote was taken and motion was approved 6-0.

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RESOLUTIONS:

Resolution 22-18, introduced by Steve Lepard and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S APPOINTMENT OF JOHN BING TO SERVE A TERM ON THE PLANNING COMMISSION FROM THE EFFECTIVE DATE OF THIS RESOLUTION UNTIL DECEMBER 31, 2025.

Councilmember Lepard moved for passage; Councilmember Gillig.

Discussion: Councilmember Lepard thanked John Bing for his continued service to the City by being on the Parks Board for over 30 years, and now even in retirement he is assisting the City.

Roll call vote was taken on the passage, and it was approved 6-0.

ORDINANCES:

Ordinance 22-42, introduced by Zack Perkins and read for the second time.

ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH A PROFESSIONAL DESIGN FIRM FOR THE CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR THE 2023 URBAN PAVING PROJECT.

Ordinance 22-43, introduced by Zack Perkins and read for the second time.

ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH A PROFESSIONAL DESIGN FIRM FOR THE CONSTRUCTION ADMINISTRATION

AND INSPECTION SERVICES FOR THE SEN-SR 18-0.07- EAST PERRY STREET RECONSTRUCTION PROJECT.

Ordinance 22-44, introduced by Zack Perkins and read for the second time.

ORDINANCE AUTHORIZING CITY ADMINISTRATOR TO PREPARE PLANS AND SPECIFICATIONS, ADVERTISE FOR AND RECEIVE BIDS, AND RECOMMEND AND EXECUTE A CONTRACT FOR THE SEN-SR 18-0.07- EAST PERRY STREET RECONSTRUCTION PROJECT.

Ordinance 22-46, introduced by Zack Perkins and read for the second time.

ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH A PROFESSIONAL DESIGN FIRM FOR PREPARATION OF THE ENGINEERING AND DESIGN AND CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR THE RIVERVIEW ESTATES SEWER REHABILITATION PROJECT, AND DECLARING AN EMERGENCY.

Ordinance 22-48, introduced by Ben Gillig and read for the second time.

ORDINANCE ADOPTING A TAX BUDGET FOR FISCAL YEAR 2023, ATTACHED HERETO AS A PART HEREOF, AND DIRECTING THE DIRECTOR OF FINANCE TO DELIVER THE BUDGET TO THE SENECA COUNTY AUDITOR ON OR BEFORE JULY 20, 2022, AND DECLARING AN EMERGENCY.

PUBLIC HEARING:

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Amended Ordinance 22-53, introduced by Steve Lepard and read for the second time.

ORDINANCE DETERMINING AND DECLARING A VACANCY IN THE OFFICE OF JUDGE OF THE TIFFIN-FOSTORIA MUNICIPAL COURT AND DECLARING AN EMERGENCY.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Jones seconded.

Discussion: Councilmember Perkins explained that he was not present at the last meeting when the ordinance was introduced and said ORC says when a vacancy exists for six consecutive months, legislative authority can determine and declare a vacancy; therefore it is not a punishment, it is applying the law. Councilmember Jones noted that the key phrase is “shall take action”. Councilmember Lepard had nothing further to add other than what Dean Henry and Christopher Liebold had stated, and he understood it as truth that Council needs to take action tonight and put the matter to rest. Councilmember Gillig said the system works when there is buy-in and this is Council’s time to act. Councilmember Jones said he had been educated by Liebold’s statement that City Council needed to send a message because it has been over six months. Councilmember Perry said he had wanted to fully understand the ordinance and do some research, and it was hard not to act on it literally when the synonym for “shall” is “must”.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 6-0.

Ordinance 22-54, introduced by Ben Gillig and read for the first time.

ORDINANCE AMENDING ORDINANCE NO 22-49 TO CORRECT A TYPOGRAPHICAL ERROR IN THE FUND NUMBER FOR THE STREET IMPROVEMENT BOND FUND, AND DECLARING AN EMERGENCY.

Councilmember Gillig moved for suspension of the three-reading rule and passage; Councilmember Perkins seconded.

Roll call vote was taken on the suspension, emergency and passage, and each was approved 6-0.

Ordinance 22-55, introduced by Ben Gillig and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$18,451.00 INTO THE FIRE/RESCUE DIVISION CAPITAL BUDGET FOR THE PURCHASE OF WORKOUT EQUIPMENT.

Ordinance 22-56, introduced by Ben Gillig and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$12,500.00 INTO THE FIRE/RESCUE DIVISION OPERATIONAL SUPPLIES BUDGET FOR REPAIRS TO THE 2005 SEAGRAVE ENGINE.

Ordinance 22-57, introduced by Ben Gillig and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$36,000.00 INTO THE CAPITAL IMPROVEMENT BUDGET FOR THE CITY HALL ANNEX RENOVATION.

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

Roll call votes were taken on the suspension and passage, and both were approved 6-0.

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OTHER BUSINESS:

Regarding the Mayor's vacancy, President Boyle stated that she was formally accepting the position of Acting Mayor but would not be fulfilling the Mayor's term. Director of Law Howard explained that the process to follow was not in Article 5, which just states that Council shall elect a mayor to fill the unexpired term through the end of next year. The question is how to determine the process and if Council should or could go into Executive Session to discuss the process before taking action, because action cannot be taken in Executive Session. Section 4.08 of the Charter says Council must comply with Ohio's Open Meeting Law. Executive Session is allowed to discuss the hiring of employees; however, Howard said in his opinion appointing a public official is not the same as electing a mayor. Appointing a person is someone you may have responsibility over, which is different from electing a mayor who is ultimately elected by voters. He said Council should not risk going into Executive Session and have questions arise as to if it should have been done; any challenges could bring court action against Council, invalidate some action it might take and incur court costs and attorney fees. He advised against going into Executive Session for preliminary discussions and suggested they be held in open session, since transparency is very important and instills confidence in our public body. He explained that Council could consider any registered voter residing in the City since voters changed the Charter and external candidate can be considered. He also explained that Council was electing a person to fulfill the term through the end of next calendar year, and then there would be a new election for mayor for the term beginning 2024. In the event that Council does not elect someone in the next 30 days, he said the Charter is clear that in that case the presiding judge of Seneca County Common Pleas Court has 15 days to fill the position. Councilmember Leopard if they could use a City employee such as Director of HR Deb Reamer to provide a list of questions for the candidates. City Administrator Thornton said he was concerned about it being an uncomfortable situation and possible influence since they serve at the willingness of the mayor; they will serve whomever Council chooses. The strong preference would to not be involved in the selection process. Leopard said he was not asking for HR to sit it and ask questions but only to suggest possible questions. President Boyle strongly urged Council to make a decision within the timeline starting July 5. She recommended that the deadline for applicants to submit their resumes and cover letters be June 27 for anyone who is interested and councilmembers agreed. Director of Law Howard explained that Section 121.02 adopts Roberts Rules of Order unless there is a specified code section that would apply. Roberts suggests under "Elections" that you would typically have all the persons nominated, unless there were too many, and vote to see how many each received, without removing anyone because even the person with the least votes could be a compromise candidate. However, the procedure is rather flexible and Council can adopt a different method as long as it is fair and transparent. Notice would be placed in the Advertiser-Tribune, the City website, a press release and all social media channels. A list of the self-nominating candidates received would be sent out via press release. It was decided that the deadline for receiving an applicant's cover letter and resume would be June 27, 2022 at 4:30 p.m. They are to be sent to Clerk of Council Ann Forrest at forrest@tiffinohio.gov or presented directly at City Hall. Councilmembers concurred that the person with the least votes be dropped off until a majority vote is reached, and Director of Law Howard said that would be reasonable. (*See Motion E*).

President Boyle announced a Special Council Meeting on Friday, July 1, 2022 at 6:00 p.m. in Council Chambers to review and interview candidates for Mayor, and any other business Council may consider.

She announced a second Special Council Meeting on Monday, July 11, 2022 at 6 p.m. in Council Chambers to follow up with any questions regarding the mayoral candidates and vote on same, and any other business Council may consider.

ADJOURNMENT: 9:21 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Monday, June 20, 2022 at 6:45 p.m. in Council Chambers. Attending were Councilmembers Ben Gillig, Dawn Iannantuono, Ken Jones, Steve Lepard, Zackery Perkins and Daniel Perry. Also attending were Mayor Aaron D. Montz, City Administrator Dale Thornton, Director of Law Brent T. Howard, Director of Finance Kathy Kaufman and Director of Communications and Constituent Services Nick Dutro.

Director of Law Howard reminded Council that Res. 22-18 for the appointment of John Bing to the Planning Commission was one-reading only. He also explained that Ord. 22-54 was to correct a typographical error in the Street Improvement Bond Fund number under previous Ord. 22-49. The substance is identical as to what was approved before but this ordinance has correct fund number. Regarding Ord. 22-57, he said that in the original packet it indicated \$36,000 for City Hall Annex renovation, but he received the updated exact number today and it is consistent with the RFL that came from the Mayor's office. Bids have been opened and we know that we need this additional money, which is a little higher amount than what was originally planned but is still within the 10% guideline. He asked for suspension so that the Board of Control could proceed to approve the contract.

Councilman Lepard stated he would be asking for suspension of Ord. 22-53 and will be requesting it be amended under Motions.

Mayor Montz asked for clarity if there was ample support for Ord. 22-57 and the increase for the City Hall Annex renovations, since they have bid the project twice now and that is the best bid that they have. The only two options they have are to go forward with this or cancel the entire renovation. We do have the funds to be able to do it but need Council's vote preferably this evening. City Administrator Thornton explained that the original estimate of \$250,000 was made last November in time for preparing the 2022 Budget, but in the past seven months the escalation of supply costs for projects like this have gone up considerably. He said he was surprised that the increase was actually within 10% of the original estimate. Councilman Gillig said since it was within the 10% it was a no-brainer. The Finance Office has served its purpose very well and could certainly use a facelift for more functionality. Councilmember Jones concurred. City Administrator Thornton explained how they would be relocating the eight people from the Finance Department. The first floor Administrative Conference Room will become the Sewer Revenue Department for easier access by the public. Council's Committee Room will be moved to the Mayor's conference room on the first floor, and the Hayes Committee Room will become the office for Accounts Payable and the Payroll Benefits Manager. Director of Finance Kathy Kaufman will be located next door in the Weller Commission office. The three people from the Tax Department will relocate in two offices close to HR. It will create some space constraints for meetings but the Training Room will still be available as well as the Roberts Conference Room next to HR. The Police Chief has also offered his conference room if needed. He estimates they will be in City Hall from 60-90 days; once the bid is awarded they will sit down with the contractor to establish a start date and begin the move.

ADJOURNMENT: 6:51 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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JULY 1, 2022 – SPECIAL MEETING

Tiffin City Council met for a special meeting in accordance with Codified Ordinance Section 121.03. Council President Bridget Boyle opened the meeting at 6:00 p.m. in Council Chambers. The invocation was given, and the Pledge of Allegiance was recited.

ROLL CALL: Clerk of Council Ann Forrest recited roll call. Seven councilmembers were present: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Dawn Iannantuono (3rd Ward), Daniel Perry (4th Ward), Ben Gillig (At Large), Zackery Perkins (At Large) and Vickie Wilkins (At Large) were present. Also attending were Mayor Aaron D. Montz, City Administrator Dale Thornton, Director of Law Brent T. Howard, and Director of Communications and Constituent Services Nick Dutro.

SPECIAL MEETING ANNOUNCEMENT: This is the notice, in compliance with Charter Section 3.09(B), to announce a Special Meeting of Tiffin City Council on Friday, July 1, 2022 at 6:00 p.m. in Council Chambers at City Hall. For consideration: To review and interview candidates for Mayor, and any other business Council may consider.

MINUTES: None.

COMMITTEE REPORTS: No reports.

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

REPORTS OF THE OFFICERS:

MAYOR AARON D. MONTZ: No report.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN: Absent, no report.

DIRECTOR OF LAW BRENT T. HOWARD: No report.

WRITTEN COMMUNICATIONS:

Brian Cole – Self-Nomination for Tiffin City Mayor

Dawn Iannantuono – Self-Nomination for Tiffin City Mayor

Zack Perkins – Self-Nomination for Tiffin City Mayor with Letter of Support from Rich Focht

Bryce Riggs – Self-Nomination for Tiffin City Mayor with Letters of Support from Michelle Tuite, Tony Paradiso, Ned Coyle, Andy Felter, Charles “Buster” Ardner, Dan Reineke, Bill Reineke, and Mary Lewis.

On file in Clerk of Council’s office.

ORAL COMMUNICATIONS:

Justin Lutz expressed his vote of confidence and support for Bryce Riggs to continue Tiffin’s trend in a great direction.

Jeff Knedler, President of Hempy Water, spoke in support of Bryce Riggs. He said he has worked with him in mentoring at Tiffin University and has been involved in the Chambers in those counties they serve. He said the team assembled here is different from any other community.

Tiffin University’s Pete Holbrook said that, as Chair of the Board for the Seneca Regional Chamber of Commerce, he had witnessed the significant abilities of Bryce Riggs, the relationships he developed and the financial results he achieved for the Chamber.

Tom Zirm spoke of Bryce Riggs’ activity in the committee and how he has taken the Chamber to another level.

Realtor Sara Riesen noted Bryce Riggs’ established relationships with the community.

Businessman Ralph Smothers spoke in support of Bryce Riggs’ leadership and passion for our community.

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Lindsay Sooy, project manager at Spire Advertising and President of the Chamber Ambassadors, said Bryce Riggs built business relationships, kept the ball rolling, and made the Ambassadors excited to work on the team.

Eric Kuebler, owner of the LAB, said Bryce Riggs was always visible downtown, supported local businesses, achieved a record membership in the Chamber and made it fiscally solvent, was familiar with the institutions in the community and has worked with all the various organizations.

Callie Cessna spoke in support of Bryce Riggs, highlighting his work in community growth, budgeting, work in community professional organizations and participation in community events and projects.

Dave Spridgeon of The Renaissance and Jolly's, pointed out Bryce Riggs' collaboration with businesses and said he would continue Aaron Montz' great work

Mike Mastro of the Mastro Group of Cos. and Buffalo Wild Wings, also spoke in support of Bryce Riggs. He said there was something magical about Tiffin, and Riggs had great credentials and represented the city well with his enthusiasm and spark.

MOTIONS: None.

RESOLUTIONS: None.

ORDINANCES: None.

OTHER BUSINESS:

President Boyle outlined the process for candidate interviews and recommended, if consensus, that it be done in alphabetical order by the last name. Presentation should be a maximum of 15 minutes each, after which there would be a question and answer session. Councilmember Lepard suggested the order of the councilmembers' questions be done by their order on the Agenda.

Brian Cole stated he wanted to be part of the solution. He said he grew up in Tiffin, and after living in many places of all sizes, he wanted to return because he knows it has so much to offer. He said he has over 50 years' experience with leadership roles his whole career between coaching and his current job.

Councilmember Dawn Iannantuono said she was a lifelong resident and had the business, school board and Council experiences and knowledge to set in place the framework for Tiffin to continue to succeed.

Councilmember Zack Perkins said he viewed it as a selfless position and all about Tiffin. He said it was about unifying people, not dividing them. He joined Council to make a difference in the City in city. His is a customer service approach working with resiliency, transparency and honesty to gain trust, control costs and push for economic growth. He said that effective communication is 90% listening and finding solutions to problems.

Bryce Riggs said he was educated here and always was interested in the community. He decided to run for Mayor for the people and the community. He pointed out the strong leadership in place under Mayor Montz and the department heads, who are engaged with the community and looking at finding solutions. As CEO of the Chamber of Commerce, he accomplished 40% growth and thrived through the pandemic. He gets to promote the City every day and demonstrate his love for the community.

Questions and Answers:

Councilmember Perkins abstained from asking questions.

Councilmember Perry said he thought all four candidates were very qualified. He said he thinks we will be getting into harder financial times in the next few years and asked what financial experience they had and what were the largest budgets they managed. Cole said he had managed some large budgets such as that of the coaches association and the company he works for now is international, covering the US, Canada and Central America. Budgeting will need to be fiscally savvy, and the City will need to bring in more industries that are a little more recession proof. He suggested bringing in cutting-edge industries and working with the universities to tailor the curriculum. Iannantuono said she was on the city school board for 18 years and at times ha to make devastating

cuts in busing and in the reorganization of schools. She has experience in working the five-year forecasts and was a part of contract negotiations. Perkins said he had worked with \$700,000 budgets with the largest at \$2 billion lately. He said when times are tough it is all about sales, and as long as there is development and growth there is higher revenue. Riggs said his largest budget was managing the Chamber of Commerce and Destination Seneca County. He said the City has real assets in City Administrator Thornton and Director of Finance Kaufman. When things got tough with Covid, the City worked hand in hand with their department heads who knew their departments best. He said that income has been higher here than in other cities around us, but that may not always be the case. The last thing you want to do is cut department people. Councilmember Perry also asked them for their input on Tiffin's biggest current need. Iannantuono said the need for more housing is the biggest concern. Perkins agreed that it was housing and that it had to be affordable. We are also looking at massive amounts of sewer repairs and the cost will be high. Riggs concurred with the housing shortage. He said the Mayor's Housing Committee was working hand in hand with TSEP. There is also the labor shortage, a lot of which is because of the housing shortage, and how to pay for the Long Term Control Plan. He noted that there is no comprehensive city plan for sewer maintenance, which comes from the EPA; he does not want to put sewer repairs on future citizens. Cole also agreed that the housing shortage is a big need, which he experienced first-hand when they moved to Tiffin. He also mentioned infrastructure since it all fits together. He would like to see some larger industries that will employ more people, but that is a problem if there is no housing.

Councilmember Wilkins asked what the first 100 days would look like. Perkins said he would do a lot of listening and learning because there is a fantastic administration already in place; the ball is already rolling and going in the right direction. Riggs echoed Perkins regarding the listening as well as building rapport with the unions in working on the labor negotiations. He said he would go out with the different departments to learn what they do on a day-to-day basis. He would also meet with the City Administrator to get up to speed as soon as possible. He would listen and identify any changes that might be needed if something is not working. Iannantuono said she would like to sit down with the City Administrator even before the first 100 days. She said she knows all the department heads but does not know their staff as well, so she would go into their locations to see how their days go. She would also talk to councilmembers prior to Council meetings to see if there were any questions. Councilmember Wilkins also asked them to explain their leadership style. Riggs said he would be a supportive leader and build rapport. Cole said building personal relationships so there is a comfort level for them to talk to him. He would be approachable regarding any problems. Iannantuono responded that she was inclusive and decisive. She is firm in her ideas but will listen to others and could change her mind. She would be a cheerleader for the City. Perkins said he would lead by example, build relationships via transparent and honesty in order to build a cohesive team that works side by side for the City.

Councilmember Gillig asked Brian Cole about his comment that he had "heard rumblings and would like to be part of the solution". What were they and how would he do this? Cole said that what he heard was that people were buying up all the properties and were in it for themselves. He said he felt he could build relationships and explain what is going on and be a part of the solution. Iannantuono was asked if her experience on the school board or running a small business was more beneficial. She responded that when she was on the school board she was not paid, but she ran her business around the school board schedule and learned a lot from them. She said she is very dedicated to volunteerism and doing a lot behind the scenes. She learned different skills from running a business, but the City would be similar to the school board. Gillig noted the financial difficulties of a school board and asked what she had learned. Iannantuono said things would be so difficult but then it would turn around and be okay. She was board president when it was decided to build a new middle school; she was later assigned to handle the budgets and brought the project in on time and under budget. Gillig asked Perkins what made him decide to throw his hat in the ring. He said that he had been interested 4-5 years prior but when Ty Shuff's vacancy came up he knew the time was right to help make Tiffin better for our kids. When he was young, businesses and people were leaving and there was nothing downtown; he wants to make sure it never gets back to that point. Gillig said he had a lot of respect for Riggs and he was a valuable member of the community, and he asked him why he never served or ran for public office. Riggs said he always had an interest, but being at SIEDC he could not run for office and when at Tiffin University the time was not right. He added that you have to know when the time is right and where it makes the most sense for you to fit in. Gillig said it concerned him about how much hopping around he had done and that there would be people looking to hire him given how talented he is. Riggs said that it may give the appearance that he was jumping around, but the moves he made were strategic. As an individual what drives him is to serve, and he has always been interested in the mayor's role but did not think the opportunity would come this early. Councilmember Gillig concluded by stating that he was very pleased to have four very fine people willing to put in for the job.

Councilmember Iannantuono abstained from asking questions.

Councilmember Jones noted that Cole had been all over the US, and he asked what would be the one item he could take from these cities and bring to Tiffin. Cole responded that it would be some type of substantial, sustainable industry to get through the next 20-30 years. Jones asked Iannantuono why she would not run again after the 1.5 years. Iannantuono stated that this was all happening really fast. She feels she has enough experience to get through and move it forward, but she wants voters to choose in 1.5 years. Jones asked Riggs who did the grant writing at the Chamber, he himself or the team. Riggs said they work with Seneca Regional Planning and JobsOhio to identify and facilitate conversation with the industries, and the industries fill the grant out themselves. They match grants to local opportunities and facilitate the process. Perkins said he was currently self-employed in the hospitality industry, which requires late nights and weekends; he would move on out of that part of it.

Councilman Leopard had four questions for each candidate. #1: If you were mayor and the EPA called to say that the LTCP was shortened by three years, what would your first action be? Cole said that he would get with department heads and find out what changes were needed and how they could make it happen. Iannantuono said she would call the Administration team together, especially with the Water Treatment Plant, and figure out what to do. Perkins said he would get with Dale Thornton, Matt Watson and Bridget Boyle to discuss actions and go back to the EPA and ask for an extension. Riggs concurred with Perkins. He said the EPA was extremely aggressive when they wanted it done, so you show progress and the plan in place and have conversations with them to help keep them at ease which we negotiate. #2: 1,500 residents have signed a petition to have Jefferson St. be a two-way street again. Iannantuono said she would not be in support of it, but she would listen and check with the team to see if it was doable. Perkins said that he would discuss with TSC and whatever their findings were, he would present them to Council discussion. Riggs responded that since he is not the expert, he would go to the City Engineer and TSC for analysis of turn radii, etc. since they are the in-house experts, or externally if needed, and then he would bring it to Council. Cole said we have a committee in place for this, so he would listen to the residents as to why they want it and move it to the committee in place and the experts to look at it from the safety aspect. #3: The country is heading into a recession in a short time; what would you do as mayor to protect our finances? Perkins said he would use a two-fold system, going through the budget with the team and fine-tune as much as possible while still pushing for growth to make it out of the recession with less bruising. Riggs said he would work with the team to determine what their true needs are and develop a plan. He himself championed the Road and Bridge Levy and worked with the team. He would ensure those dollars are there long-term. He said that Aaron Montz was very frugal and looking at how the money would benefit residents and the community. Cole responded saying he would do similar to what his company did in the pandemic: asking what is the best use of our money. We cannot do away with infrastructure and have to keep moving forward. Iannantuono said she would not touch the nest egg if at all possible because it is needed for further growth, adding that Aaron Montz set a good example of what to do when during Covid he asked department heads to take a close look at what their real needs were. #4: What have you done in past or current employment to develop leaders? Riggs said in the last year he recruited an individual to come back to the community, he gives them opportunities to lead and empowers them to be successful, and he passes it on to the next person – otherwise you are not doing the community any good. Cole said that coaching for 26 years gave him lots of opportunities to mentor individuals into leadership roles and tried to show them how to do things right. Now he develops dealer networks, give them information, shows them how to do it and supports them until they are ready to walk on their own and make those kinds of decisions. Iannantuono said she has spent her entire life in volunteerism, PTO and strategic planning for Tiffin City Schools. She developed a plan to bring the middle school PTOs together and reorganized the school PTOs as they came together pre-K to 5. She participates annually in the Safety Week that Sgt. Jared Watson created ten years ago. She develops the handouts to volunteers who are teaching and mentoring the children on how to be safe. Perkins said that in retail that is all you do; you bring in people to help you run a successful business. Councilmember Leopard then asked about their resumes. He asked Cole if he currently held two position and Cole said that they are all set up under the same company for manufacturing and installation. Leopard asked if he was willing to give up his job, and Cole said that both owners are supportive of his doing both for the year and a half, and then he would decide if he would run again and retire from his sales position. Leopard noted that his only concern was her not seeking election after 1.5 years, as he would like to think that whomever took the position would have the desire to run for election. Iannantuono said that just because she was not running did not mean that whoever may be chosen would be re-elected, she wants to keep Tiffin moving forward and then let citizens pick who they want. Councilmember Leopard had no additional questions for Perkins on this subject.

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Councilmember Lepard asked the same question as Councilmember Gillig had for Bryce Riggs. He said that he only served as Assistant Director of Development at Tiffin University for 21 months, then at the Chamber for 24 months and he now is seeking another job. Riggs said he was leaving the organization better than he found it, and opportunities came up. His fundraising job at Tiffin University required travel and through Covid he could not do that; doing Zoom calls with alumni was not the same. He added that he has either attended or watched Council meetings over the last eight years, and he has a strong desire to lead this community into the future. He also wanted to do his MBA at Tiffin University and that was why he sought employment there.

Acting Mayor Boyle also had questions. She said that Mayor Montz has done a phenomenal job of attending everything in town and asked what each of their current career schedules looked like to be able to dedicate that extra time to the role. Iannantuono said she was retired, in good health again and wanted to work on beginning the job sooner if possible. She said she planned on being a full-time, around-the-clock mayor and attending events. Perkins said it would be full time and a life style, and he planned on being a most of the events. Riggs Noted that Aaron Montz set a new standard as to what engagement looks like; he is extremely engaged in the community. The community wants a mayor who is actively engaged and supports it behind and in front of the scenes. Cole responded that he was always out there many hours when he was coaching. He arranges his schedule and is always on the go and attends different events. It would not be an issue because he likes to be out meeting people. Acting Mayor Boyle also asked, give the time restrictions with his role, if chosen would they have any time constraints on or before August 5. Perkins said he has been transparent with those he is working with and there are zero issues. Riggs said he has had conversations with the Chair of the Board, etc. and the Chamber has a plan in place for that schedule. Cole said he has kept the two owners informed the whole time, and they are supportive and on board, and there is no reason why he can.t start. Iannantuono said she is retired and can start any time.

Councilmember Lepard noted that this was probably the most important decision Council was ever going to make, and they need to investigate, get answers to their questions in the decision-making process for who can best lead city. Council needs to be one to make this happen, and these are very serious deliberations.

Acting Mayor Boyle thanked all the candidates for their interest and said it was a very important decision to make.

ADJOURNMENT: 8:13 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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JULY 5, 2022 – REGULAR MEETING

Tiffin City Council met for its first meeting of the month in accordance with Codified Ordinance Section 121.03. Council President Pro Tem 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 five councilmembers were present: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Ben Gillig (At Large) and Zackery Perkins (At Large); Dawn Iannantuono (3rd Ward) and Daniel Perry (4th Ward) were absent. Also attending were Acting Mayor Bridget Boyle, City Administrator Dale Thornton, Director of Law Brent T. Howard, Director of Finance Kathy Kaufman, City Engineer Matt Watson and Director of Communications and Constituent Services Nick Dutro.

PUBLIC HEARING: A public hearing with Tiffin City Council was opened at 7:02 p.m. in Council Chambers at City Hall for the consideration of 2023 Tax Budget Proposed Ordinance 22-48, Ordinance adopting a tax budget for Fiscal Year 2023, attached hereto as a part hereof, and directing the Director of Finance to deliver the budget to the Seneca County Auditor on or before July 20, 2022, and declaring an emergency. There being no public input, the public hearing was adjourned at 7:03 p.m.

MINUTES: The minutes for the June 20, 2022 Regular and Committee of the Whole Meetings were approved as written.

COMMITTEE REPORTS: No reports.

President Pro Tem Gillig announced that no additional Committee of the Whole meeting would be scheduled.

REPORTS OF THE OFFICERS:

ACTING MAYOR BRIDGET BOYLE

Acting Mayor Boyle thanked everyone who attended the July 4th celebration, as well as Mark Scheid, Five Star Maintenance, Steve Lepard and Reineke's for the car show, and especially the Parks and Recreation, Tiffin Police and Tiffin Fire Departments.

Boyle said that Ord. 22-69 for the Trail Connectivity Project includes a donation from Andrew Kalnow covering 80% of the Trail's \$85,000 cost; she said the City greatly appreciated his support.

Events:

- The North Coast Band will be at the East Green Thursday night.
- The Farmers Market will be Saturday.
- This weekend is the 70th annual St. Joseph's Festival.
- Bassel & The Supernaturals will be at the East Green on Saturday.

Seneca County Park District Commissioner Janet Shutt presented Acting Mayor Boyle with a check from the Community Park Grant Program. She explained that over \$165,000 was requested from throughout the county for the \$84,000 that was available. Tiffin Parks and Recreation was one of the applicants and received \$35,659 to be used for the cost of installing the safety fence for the all-inclusive playground.

Acting Mayor Boyle introduced City Engineer Matt Watson who gave an update on Ella St. Bridge and Trail Connectivity Projects and asking for Council's support of pending legislation. At the beginning of the year the estimate for the Ella St. Project was \$3.25 million with a 6% contingency. With inflation since then throughout the country, the newest estimate in April increased to over \$3.9 million with 9.9% contingency. Of the six bids received, the lowest was from ES Wagner Co. out of Oregon at \$4,155,511.67, and the highest bid was \$4,155,511.67. An ODOT grant of \$2.5 million was received, leaving the City to pay almost \$1.7 million when we originally thought we'd only need to put in \$700,000. The local responsibility for \$1.7 million will be funded through the Road and Bridge Levy, and we have made sure to set enough money aside to have funds without any long-term loans. Also, due to the good works of Mayor Montz, City Administration, Director of Finance Kaufman and Council we have \$5.2 million in unencumbered funds, and we will have use of some of the General Fund in case we need to advance any money. This project will require cutting about \$330,000 or 13 streets from paving next year in order to be fiscally responsible. It will back us up about a year, but we are still paving more than prior to the levy. We also have the Urban Paving Project from St. Joseph's Church to Glenn St., which is a

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Reimbursement grant. There is also the \$1.2 million East Perry St. Reconstruction Project with reimbursement grants for which some advances from the General Fund may be needed.

ODOT requires funds to be awarded to the Ella St. Bridge Project by August 1, so he asked for suspension of Ord. 22-60 so as not to jeopardize funding. The Board of Control will meet on July 25 to award ES Wagner the contract. Pre-construction would begin in the fall, and the contractor may start clearing trees then. The earliest access to the river allowed by the US Army Corps of Engineers is May 1. The Ella Street Bridge would close on Memorial Day 2023 for 180 days if no delays, with the schools only impacted for one school year. Watson said he did not see a need for more bridge replacements in the next five years but will work on culverts in the meantime.

Watson said he submitted a plan for Trail Connectivity two years ago to Dream Big and had presented it to Council over the last two years for a safe and connected bicycle route through the city. There would be 460 shared lane pavement markings, 262 signs and 101 signposts installed. Council passed legislation on April 4 for the design, and the Engineers office worked with Parks Director Bryce Kuhn and OHM Consulting, who proposed installing markings on 11.4 miles. The overall cost would be around \$26,000 under two separate contracts, one for striping and one for signage. Watson asked that Ord. 22-61 be suspended and passed that evening to begin advertising the project yet this week for construction and bid opening by the Board of Control on July 25. Completion is anticipated by October 1. Director of Law Howard said that Ord. 22-61 talks about “a” contract, and if there is one for striping and one for signage, he suggested it be made clear in the ordinance because there are three places in Ord. 22-61 where it would be better served to state that these are contracts plural. Watson said there were two contracts as he did not feel there was a contractor wanting to do both scopes. Howard said legally if it would have caused one of the contracts to be an unbid contract, he would question it, but by being two we are not bypassing the contract bidding law. Councilmember Lepard asked how he got it done with the construction and vacation season; Watson said the consultant stepped up. Lepard congratulated Watson and his staff for the remarkable job in getting it all done in such a short time. Watson said we have a lot of segregated trails and this will connect them, so it made sense to do it all at one time.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN:

Director of Finance Report for the month ending:	MAY 31, 2022
Total Receipts for the month:	\$3,383,392.92
Total Expenses for the month:	\$3,142,836.57
The General Fund unencumbered balance:	\$5,083,374.67

The income tax receipts for May 2022 were \$1,104,141.21. The total increase in income tax receipts in May 2022 compared to May 2021 is \$7,567.73. The annual increase in income tax receipts is 18.86% year to date.

The .25% portion of income tax receipts that was transferred into fund 215 for public streets for May 2022 is \$136,196.97. Kaufman explained that this amount did not actually show until the June report.

The unexpended balance for all funds is **\$35,193,984.05**, which is the same as the bank balances for the same time period.

Director of Finance Report for the month ending:	JUNE 30, 2022
Total Receipts for the month:	\$6,911,892.72
Total Expenses for the month:	\$6,639,829.04
The General Fund unencumbered balance:	\$4,980,698.60

The income tax receipts for June 2022 were \$1,023,627.10. The total decrease in income tax receipts in June 2022 compared to June 2021 is \$29,708.27. Annual year to date we are up 15.01%.

The .25% portion of income tax receipts that was transferred into fund 215 for public streets for June 2022 is \$125,463.68.

The unexpended balance for all funds is **\$35,466,047.73**, which is the same as the bank balances for the same time period.

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Councilmember Lepard moved to accept the May and June financial reports as presented, as well as the corresponding bank reconciliations emailed to Council; Councilmember Perkins seconded. Motion was approved on a voice vote of 5-0.

DIRECTOR OF LAW BRENT T. HOWARD:

Director of Law Howard gave information regarding the process for filling the mayoral vacancy, which per the Charter Council has the duty to do. He explained that of the seven Ward and At-Large voters, four votes would be needed to elect the new mayor. The President Pro Tem retains his right to vote, and a mayoral candidate can vote for themselves. Up until the recent Charter changes only Council members could be considered, but now anyone in the community meeting the qualifications can apply. Code Section 121.02 says actions are governed by Roberts Rules, and there is no particular rule re voting for oneself. Roberts Rules 4.07 does allow voting for yourself; there would be irrational results if you do not allow someone to vote for themselves. He said Council should establish certain rules for voting, whether there will be roll call vote or another fairer and more open method. Traditionally roll call vote is by name and yes or no. Section 121.02, Rule 9, specifies that special meetings of Council will follow previous voting order of the prior meeting. Council can follow that procedure or it may want to consider another process to avoid the possible benefit that a candidate receiving the vote may influence. One alternative would be to have signed written ballots used to vote on simultaneously, and the Clerk would read who voted for whom. Secret ballots are prohibited under Open Meeting law, but a written ballot would balance that concern. The public would have meaningful access and would be able to determine how it was voted in real time. If Council was concerned that a traditional vote is less fair to the process, they should pass a motion so there is clear direction. Councilmember Jones objected to the written vote alternative and Councilmember Lepard concurred. President Pro Tem Gillig asked for clarification as to what the paper ballot would mean; it was explained that it be read off in real time and essentially be the same as a roll call vote but the Clerk would read it off. Acting Mayor Boyle was concerned about the public's perception of a written ballot without a way to show what Council members are filling out. Councilmember Lepard said he was not opposed to writing in the name of the candidate and signing the ballot when voting, but he would rely on the Director of Law's opinion as to whether they could do that. Director of Law Howard said he was trying to determine the best way without influencing Council's decision as to a fair and open process and doing it the way we have been as to the outcome of any vote; he asked if the election of a person to an office should be different from voting on a particular ordinance or resolution. He said it gives him some pause because there could be some legal risk or challenge, and we would be judged by the most fair and open process. Councilmember Lepard said he did not want to do anything to put Council at legal risk and preferred roll call as used in the past. President Pro Tem Gillig said that Director of Law Howard had already determined the method with all the nominees on the ballot, and Council members would vote for one of the candidates. At the conclusion of the vote the person with the majority would be elected; if there is no majority of four votes, whoever receives the least will be removed from the second ballot and they will vote on the remaining persons until the majority votes on one person. See Motion A below made by Councilmember Jones.

WRITTEN COMMUNICATIONS:

Mayor's Request for Legislation #22-24 – 2023 OPWC Pavement Repair Program

Referred to Streets, Sidewalks and Sewers Committee

Mayor's Request for Legislation #22-25 – Trail Connectivity Project

On file in Clerk of Council's office; legislation prepared under Ord. 22-61.

Finance Director's Request for Legislation #F22-23 to amend the 2022 Budget Ordinance 21-105 to appropriate Funds into the American Rescue Plan Act Fund.

On file in Clerk of Council's office; legislation prepared under Ord. 22-58.

Finance Director's Request for Legislation #F22-24 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Park Budget (\$2,500.00).

On file in Clerk of Council's office; legislation prepared under Ord. 22-59.

Finance Director's Request for Legislation #F22-25 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the .25% Income Tax Public Streets Budget (\$1,156,792.50).

On file in Clerk of Council's office; legislation prepared under Ord. 22-60.

Finance Director's Request for Legislation #F22-26 to amend the 2022 Budget Ordinance 21-105 to appropriate Funds into the Director of Communications Budget (\$1,000.00).

On file in Clerk of Council's office; legislation prepared under Ord. 22-62.

ORAL COMMUNICATIONS: None.

MOTIONS:

- A. Councilmember Jones moved that a special meeting be held on July 11, 2022 for the election of mayor via voice roll call starting with Councilmember Perry; Councilmember Perkins seconded.
Roll call vote was taken and motion was approved 5-0.

- B. Councilmember Lepard moved to amend Ord. 22-61 in three places: Line 3 of the title by eliminating “A” and adding “S” to “CONTRACT”; Section 1, Line 3, by eliminating “a” and adding “s” to “Contract”; and Section 2, Line 2, by eliminating “a” and adding “s” to “Contract”; Councilmember Wilkins seconded.
Discussion: Director of Law Howard explained that this change was being made because the signage and striping by two different types of contractors, as it will be a benefit to the City to have two contracts.
Roll call vote was taken and motion was approved 5-0.

RESOLUTIONS:

Resolution 22-19, introduced by Zack Perkins and read for the first and only time required.
RESOLUTION APPROVING MAYOR’S APPOINTMENT OF KADE ROWE TO SERVE A TERM ON THE THOMAS CONNER MEMORIAL COMMISSION FROM THE EFFECTIVE DATE OF THIS RESOLUTION UNTIL DECEMBER 31, 2022.
Councilmember Perkins moved for passage; Councilmember Lepard seconded.
Roll call vote was taken on the passage, and it was approved 5-0

Resolution 22-20, introduced by Zack Perkins and read for the first and only time required.
RESOLUTION APPROVING MAYOR’S APPOINTMENT OF DANNY J. IANNANTUONO TO SERVE A TERM ON THE PARK AND RECREATION BOARD FROM THE EFFECTIVE DATE OF THIS RESOLUTION UNTIL DECEMBER 31, 2023.
Councilmember Perkins moved for passage; Councilmember Jones seconded.
Roll call vote was taken on the passage, and it was approved 5-0.

ORDINANCES:

Ordinance 22-42, introduced by Zack Perkins and read for the third time.
ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH A PROFESSIONAL DESIGN FIRM FOR THE CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR THE 2023 URBAN PAVING PROJECT.
Councilmember Perkins moved for passage; Councilmember Lepard seconded.
Roll call vote was taken on the passage, and it was approved 5-0.

Ordinance 22-43, introduced by Zack Perkins and read for the third time.
ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH A PROFESSIONAL DESIGN FIRM FOR THE CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR THE SEN-SR 18-0.07- EAST PERRY STREET RECONSTRUCTION PROJECT.
Councilmember Perkins moved for passage; Councilmember Lepard seconded.
Roll call vote was taken, and it was approved 5-0.

Ordinance 22-44, introduced by Zack Perkins and read for the third time.
ORDINANCE AUTHORIZING CITY ADMINISTRATOR TO PREPARE PLANS AND SPECIFICATIONS, ADVERTISE FOR AND RECEIVE BIDS, AND RECOMMEND AND EXECUTE A CONTRACT FOR THE SEN-SR 18-0.07- EAST PERRY STREET RECONSTRUCTION PROJECT.
Councilmember Perkins moved for passage; Councilmember Wilkins seconded.
Roll call vote was taken, and it was approved 5-0.

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Ordinance 22-46, introduced by Zack Perkins and read for the third time.

ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH A PROFESSIONAL DESIGN FIRM FOR PREPARATION OF THE ENGINEERING AND DESIGN AND CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR THE RIVERVIEW ESTATES SEWER REHABILITATION PROJECT, AND DECLARING AN EMERGENCY.

Councilmember Perkins moved for passage; Councilmember Lepard seconded.

Roll call votes were taken on the emergency and passage, and both were approved 5-0.

Ordinance 22-48, introduced by Ben Gillig and read for the third time.

ORDINANCE ADOPTING A TAX BUDGET FOR FISCAL YEAR 2023, ATTACHED HERETO AS A PART HEREOF, AND DIRECTING THE DIRECTOR OF FINANCE TO DELIVER THE BUDGET TO THE SENECA COUNTY AUDITOR ON OR BEFORE JULY 20, 2022, AND DECLARING AN EMERGENCY.

Councilmember Lepard moved for passage; Councilmember Perkins seconded.

Discussion: Councilmember Jones said that page 29 showed we expected to received \$39 million with expenditures of \$37.7 million and asked why the difference. President Pro Tem Gillig said this budget were projected numbers and our justification for funds to be received by the county upon approval by the Budget Commission.

Roll call votes were taken on the emergency and passage, and both were approved 5-0.

Ordinance 22-58, introduced by Steve Lepard and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE A TOTAL OF \$536,827.00 INTO THE AMERICAN RESCUE PLAN ACT FUND.

Ordinance 22-59, introduced by Steve Lepard and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$2,500.00 INTO THE PARK & REC BUDGET TO PURCHASE CHEMICALS FOR THE POOL FOR THE REMAINDER OF THE SUMMER.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Perkins seconded.

Discussion: Councilmember Lepard explained that the nice weather has resulted in more usage and more chemicals are needed.

Roll call vote was taken on the suspension and passage, and both were approved 5-0.

Ordinance 22-60, introduced by Steve Lepard and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$1,156,792.50 INTO THE .25% INCOME TAX PUBLIC STREETS BUDGET FOR THE CITY'S PORTION OF THE ELLA STREET RIVER BRIDGE PROJECT.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Perkins seconded.

Discussion: Councilmember Lepard said that the contract was to be awarded in August, and bids were higher than the Engineer's estimate. President Pro Tem Gillig thanked the Engineers Office for their work on this.

Roll call votes were taken on the suspension and passage, and both were approved 5-0.

Amended Ordinance 22-61, introduced by Steve Lepard and read for the first time.

ORDINANCE AUTHORIZING CITY ADMINISTRATOR TO PREPARE PLANS AND SPECIFICATIONS, ADVERTISE FOR AND RECEIVE BIDS, AND RECOMMEND AND EXECUTE A CONTRACT FOR THE TRAIL CONNECTIVITY PROJECT, AMENDING THE BUDGET FOR THE EXPENSE, AND DECLARING AN EMERGENCY.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Perkins seconded.

Discussion: Councilmember Lepard explained that he was asking for passage to eliminate escalating costs and supply chain issues.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 5-0.

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Ordinance 22-62, introduced by Steve Lepard and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$1,000.00 INTO THE DIRECTOR OF COMMUNICATIONS BUDGET FOR PHOTOGRAPHY WORK FOR THE CITY OF TIFFIN WEBSITE.

Ordinance 22-63, introduced by Steve Lepard and read for the first time.

ORDINANCE AMENDING THE 2022 BUDGET ORDINANCE NO. 21-105 TO CREATE FUND 274 ONEOHIO OPIOID SETTLEMENT FUND, AND DECLARING AN EMERGENCY.

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

Discussion: Councilmember Lepard explained that it was necessary to create a fund to receive the money when the grant is received.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 5-0.

OTHER BUSINESS:

President Pro Tem Gillig said he appreciated the historic moment of the day being part of our 200th year and having the Mayor's chair filled by a female leader. He said it was an honor to sit next to her.

Acting Mayor Boyle noted that the July 11th special meeting will be a question and answer period and asked the candidates to please arrive early to sit in the front row.

ADJOURNMENT: 8:39 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Monday, June 20, 2022 at 6:47 p.m. in Council Chambers. Attending were Councilmembers Ben Gillig, Ken Jones, Steve Lepard and Zackery Perkins; Dawn Iannantuono and Daniel Perry were absent. Also attending were Acting Mayor Bridget Boyle, City Administrator Dale Thornton, Director of Law Brent T. Howard, Director of Finance Kathy Kaufman, City Engineer Matt Watson and Director of Communications and Constituent Services Nick Dutro.

President Boyle asked for suspension of Ord. 22-59 to buy pool chemicals for the Parks and Recreation Department. President Pro Tem Gillig noted that with the warm summer and increased usage, more pool chemicals were needed. President Boyle also asked for suspension of Ord. 22-60 to appropriate funds into the Income Tax Public Streets Budget for the Ella St. Bridge; Ord. 22-61 to prepare plans and obtain bids for the Trail Connectivity Project; and Ord. 22-63 to create the Opioid Settlement Fund for the opioid grant money that may come in as early as mid-July.

Director of Finance Kathy Kaufman further explained that Ord. 22-60 for the Ella St. Bridge needs to be awarded in August and we needed to show the money in the Budget; Ord. 22-61 for the Trail Connectivity Project is one project rather than bidding two projects so we can save some money by including the paint striping; and Ord. 22-63 is for photography work done by the Director of Communications.

Regarding the opioid settlement fund, Director of Law Howard explained that several months ago he had reported on the settlement coming in two different forms. Part will be held and distributed to several regions in the state; several are combining into subdivisions; this should have been done months ago but has taken quite a while. The government has recommended that all subdivisions pass a corresponding resolution. We are still waiting on the non-profit group to complete how they are going to govern themselves. Howard said he would report back when he has a description of how it is going to be handled.

Regarding 2023 Tax Budget Ord. 22-48, Councilmember Jones asked for an explanation of what was being voted on. Director of Finance Kaufman said that the City receives a part of the tax from the County for real estate revenue, and we need to show the County where we project our expenses to demonstrate that we still need the income to run the City. Director of Law Howard explained that it was important to show usage to the County and give them this information so they can carve out a portion of their budget for what we need. We are justifying that we need the funds so that the Budget Commission does not give it to the other subdivisions.

ADJOURNMENT: 6:57 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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JULY 11, 2022 – SPECIAL MEETING

Tiffin City Council met for a special meeting in accordance with Codified Ordinance Section 121.03. Council President Pro Tem Gillig opened the meeting at 6:00 p.m. in Council Chambers. The invocation was given, and the Pledge of Allegiance was recited.

ROLL CALL: Clerk of Council Ann Forrest recited roll call. Seven councilmembers were present: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Dawn Iannantuono (3rd Ward), Daniel Perry (4th Ward), Ben Gillig (At Large), Zackery Perkins (At Large) and Vickie Wilkins (At Large) were present. Also attending were Acting Mayor Bridget Boyle, City Administrator Dale Thornton, and Director of Law Brent T. Howard.

SPECIAL MEETING ANNOUNCEMENT: This is the notice, in compliance with Charter Section 3.09(B), to announce a Special Meeting of Tiffin City Council on Monday, July 11, 2022 at 6:10 p.m. in Council Chambers at City Hall. For consideration: To discuss any additional questions regarding the mayoral candidates and vote, and any other business Council may consider.

MINUTES: None.

COMMITTEE REPORTS: No reports.

President Pro Tem Gillig announced that no additional Committee of the Whole meeting would be scheduled.

REPORTS OF THE OFFICERS:

HER HONOR ACTING MAYOR BRIDGET BOYLE:

Acting Mayor Boyle noted that this would be the last meeting for Councilmember Gillig due to his upcoming move to Bellefontaine. She thanked him for his work on Council and the various volunteer work he has done, such as Trivia Night, school sports announcing, etc. Gillig said he was leaving impressed that we have our first female Council President and now our first female mayor.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN: Absent, no report.

DIRECTOR OF LAW BRENT T. HOWARD: No report.

WRITTEN COMMUNICATIONS: None.

ORAL COMMUNICATIONS: None.

MOTIONS: None.

RESOLUTIONS: None.

ORDINANCES: None.

OTHER BUSINESS:

Council moved to the additional question and answer section for the mayoral candidates.

Councilmember Perry thanked all for presenting for the position; he said all were qualified. He asked Bryce Riggs how he would respond to a comment about his being someone of such a young age. Riggs responded that he was raised here, focused on his studies here and ran the Reineke campaign at a young age and can make things happen. He said he was a testament to where we have gone in the City. Perry asked Brian Cole why he had been away from Tiffin for such a long time. Cole said he left to go to college and then started his coaching career, but he has always come back to Tiffin to see his parents. He has always tried to stay abreast of what was going on and has seen Tiffin go through the good and bad, and now exceptionally good thanks to Aaron Montz. He was ready to move back years ago but had to wait until his wife's career was in order. Perry asked Dawn Iannantuono why she was only seeking one term. Iannantuono said that people are tired of partisan politics, and she has the expertise to keep moving this forward for the remainder of the term without worrying about being re-elected. Perry then asked

Zack Perkins about his being relatively new to this having been on Council only about 1.5 years and what would he would say to someone who says he did not have expertise in politics. Perkins said that that was a good thing, because he has experience in business and if we are going into a recession, he would be best able to handle fiscal responsibility.

Councilmember Wilkins thanked all for applying and said that their desire to do what is right for Tiffin was admirable. She said the former mayor brought us economic growth, was engaged and fiscally responsible. She asked each to respond how they wanted people to describe them if elected. Dawn Iannantuono said she was a Tiffin School Board cheerleader, and she wanted to be known as a cheerleader for Tiffin. Aaron Montz set a high bar and deeply cared for the City, as does she. Zack Perkins said there could be some backlash trying to follow in Aaron Montz' big shoes, but he is fiscally conservative, dynamic and has the energy and passion to keep ever-changing things moving forward. Bryce Riggs said there would be three words: passionate, loves his community, and business minded. Brian Cole said we would continue to keep the City moving forward and on track economically; he is a leader, transparent and with a great passion for his home town.

Councilmembers Iannantuono and Perkins abstained from asking any questions.

Councilman Jones noted that Brian Cole had been away from Tiffin for 30 years and returned one year ago. Cole stated he would keep his other job along with that of mayor, and Jones asked him if he had considered dropping his current job to be full-time mayor. Col said his work was appointment-based and very flexible so he could work around both positions. He would continue with his current job through the first term and re-evaluate; if re-elected he would step away from his job. Jones asked Iannantuono is she would reconsider doing more than the remaining 18 months. Iannantuono responded that she had been a small business owner and on Council for six years and served on the Finance Committee. As the Tiffin School Board president she had oversight of a \$25 million budget and worked on the negotiation of union contracts.

Councilmember Jones asked Zack Perkins about several emails and calls he had received with hearsay about him until he received something in writing. Perkins said he assumed he was referring to his employment at Perriott Rentals where fellow councilmember Dan Perry is one of owners and Big Mike's where Perry is co-owner; he said he was also employed by nationwide company RBI. If he was elected to fill the mayor's vacancy, all of those positions would cease. Jones then addressed Bryce Riggs, noting he was doing a fine job at the Chamber, having spent a short time at Tiffin University after his job with TSEP. He asked if the mayor's job would be part-time. He said the mayor's job would give him the opportunity to grow personally and professionally and to grow his skill sets while serving the city he loves. He has already declared his intent to run again for mayor after filling the interim position,

Councilmember Leopard asked all four candidates the same questions. First, what are your goals for the City? Brian Cole said to increase the housing inventory and bring in more industry hiring larger numbers of people while looking at the age demographics so that down the line we have people of an age to maintain the tax base. Bryce Riggs said his long-term goal was to continue to thrive and short-term to establish administrative priorities, maintain a balanced budget and control costs in union negotiations, infrastructure and the Long-Term Control Plan. Zack Perkins said his goals were to focus on keeping the momentum going on public safety, infrastructure, economic development and ongoing events to keep people engaged. He would also focus on working cohesively on common goals with Council, Administration and the department heads, along with the County Commissioners, TSEP and other groups. Dawn Iannantuono said she would continue trying to keep Tiffin as a destination, to work, visit and live. She said she wasn't sure about bringing in big industry because there is not enough housing, so housing would have to come first. She added that there is great personnel at TSEP and the Chamber, and they would keep working together. Leopard's next question was how will your past employments be beneficial in contract negotiations? Dawn Iannantuono said she would focus on the business side as she has experience in reading blueprints, etc., through her work on school boards, and pays attention to details and knows to watch for not setting precedents when signing contracts. Zack Perkins said he would bring honesty and transparency with union negotiations and have real conversations; as long as you can build relationships and common ground you will facilitate them. Bryce Riggs said with his soft skills he would develop partnerships, listen to our unions and their attorneys, be fair and choose available resources. Brian Cole said in his current job he works with contracts and plans on a daily basis. When negotiating you have to be true and transparent and build relationships. His job right now sets him up perfectly for negotiations and contracts. Leopard next asked for a yes or no answer on his next question: Two universities are fighting on the Courthouse Square, and the police chief and sheriff can't break

it up. Would you call out the fire department to hose them down? All responded yes. Lepard explained that that had happened on a cold winter day and the fire chief said no, because the fire truck was loaded with weapons. Lepard's last question for them was to name what best described them, in one word. Riggs said passionate, Perkins said dynamic, Iannantuono said integrity and Cole said caring.

Councilmember Gillig noted that all had a background in athletics, and he asked them to share some of the lessons learned from their time in extracurricular activities. Cole said teamwork, helping younger athletes out, hard work, dedication to get to the level where you want to be and leadership. His favorite sport was basketball in high school and running and track in college. Riggs said teamwork and leadership. He said playing high school and college football taught him the ability to see what is in front of you and to think on your feet, and as center he called coverage and had to shift and figure it out. In his junior year at Heidelberg he suffered an injury and was given the opportunity to intern for Bill Reineke and he chose that path. Perkins said he played soccer at Lincoln School with Gillig, then football in high school until he tore his quad 80%. He then became a cheerleader. Sports built resilience, camaraderie, and communication, and it toughens you up a lot. Iannantuono said she was a cheerleader for the Tornados and has always attended football games at Columbian to support them. She also supported Calvert through their entire 1981 championship game in freezing weather and while pregnant. Gillig then asked each how they would respond to complaints received from Jamestown, Deer Ridge, Tecumseh, etc. about the additional fee added to city sewer users outside the city limits, as well as the road and bridge, saying they are taxation without representation. Iannantuono said she would say we are a bargain vs extremely expensive full septic systems; regarding the road and bridge levy, she always asks who gets to build a bridge without taking out a loan? You can always support that it does good things as we are getting towards doing all streets, so she is glad it was renewed. Perkins said we are creating value in the things we are supplying. You should hear the out and see what they are really upset about. People are always using the results of road and bridge levies no matter where they live. We are using infrastructure wisely and not wasting funds. Riggs said he championed the road and bridge levy for the last two times. He considers it a use tax; they work in the city and use the roads. He understands what their concerns are, but we are using these tax dollars wisely and allocating them to a certain purpose. Cole said the first thing to do is listen to hear their concerns and let them vent. Be transparent about what the money is going for; aren't they using the roads, water and sewers? These are expensive and when things break you are paying for it all, but with the City everyone helps to fund it. Councilmember Gillig then said that a parent had messaged him and thanked him for being at a Black Lives Matter protest because their daughter as part Black knew she had somewhere to go if there were problems. What can be done is to make Tiffin more inclusive? Riggs said education. Tiffin University celebrates cultural uniqueness every day. Training is also important. Different rallies are held in front of the Justice Center. It is necessary to listen and understand their perspective. Also, our universities are very diverse. Perkins said the key is empathy. As he has grown older he has learned to look at things through someone else's eyes. Republican/Democrat goes away in the Council room; bipartisanship is very important. Iannantuono said conversation. Many years ago various Japanese companies and kids were coming in without knowing the English language. Talk with people and listen to see what you could do to make it better. We all need to try to get along. Cole said he was a track coach for 26 years, and it is the most diverse sport. It comes down to communication, teaching and learning what makes the other person tick and being open and honest. We need to get back to caring about each other as people. We are all created equal as human beings without putting on a label. Gillig said that in 2017 he was fortunate to be approached to be on Council. He did it because of the amount of talent available in the community, schools, universities, the hair academy, Sentinel, etc. He asked what would be the best way to keep some of that talent here. How do we get them to come back and establish roots? Perkins suggested upgrading to tech and promoting skilled trades. We need to keep it diverse, but we can't keep everybody because we aren't big enough. Gillig said that some kids are just destined for big time and chances are they are not going to come back. What role does the Mayor play in keeping them here? Perkins said as you are older, people are drawn to safe, family-oriented and more affordable locations. Cole said our two universities and Sentinel, etc. are great assets. Industry is changing, and we need to look to what industries we want as we have qualified people here. Not everyone has to go to college, so we need to use the assets we have to develop people to make industries come here because we have those people. It is not bad to go out and see what else is out there as helps us understand how great Tiffin is. Riggs said the biggest thing is opportunity. He stuck around and found his opportunities. We need to connect people so they can find their opportunities here or in the area via manufacturing, business or health care showcases. We need to invest in economic development to tell our success stories. Iannantuono said trying to keep people here is a circle of li; some want to spread their wings. Heidelberg and Tiffin Universities bring people in for us. We have to go more tech due to Covid. She said she was not too worried about keeping people here because a lot of her classmates have returned. It's not something we can really

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control, but we can give them a nice starting point. Gillig's last question was for a yes or no answer: Can Tiffin be a college town as well as a place to raise kids at the same time? All responded "yes".

Acting Mayor Boyle thanked all for their time and commitment. She said that as acting mayor she has noted that you are in the spotlight 24/7 and receiving emails constantly, along with phone calls, social media, events, etc. even on weekends, and giving up time for family, etc. President Pro Tem Gillig said he was proud to be a part of the process and impressed how fellow Council members took the time to consider excellent questions. Councilmember Iannantuono acknowledged that they are all acquaintances and friends, but at the end of the day they need to do what is best for Tiffin. Councilmember Perry addressed the issue about Councilmember Perkins' working for Big Mike's and Perriott Rentals, which he said was not a secret. His vote has nothing to do with that, as he takes his seat very seriously and votes carefully and from heart.

Director of Law Howard summarized the voting process. Council shall elect the person to serve as mayor as per the process previously determined at a prior meeting. Roll call vote will be taken out loud. After the first ballot, if a person receives four votes they are elected; if not, whoever received the least votes drops off on the second ballot.

Six roll call votes were taken with the following results:

Vote No. 1: Zack Perkins – 3
Bryce Riggs – 2
Brian Cole – 0

President Pro Tem Gillig thanked Brian Cole and asked that he stay active in the community.

Votes Nos. 2, 3, 4 and 5: Zack Perkins – 3
Dawn Iannantuono – 2
Bryce Riggs – 2

Director of Law Howard said that since no one achieved four votes, the matter could be opened for further discussion. President Pro Tem Gillig said he has known Dawn Iannantuono for a number of years professionally on the school board when he was a teacher. She could always be trusted to do what was best for the kids. He said it was personally tough for him to consider candidates that don't have the mandates of the people. Councilmembers Iannantuono and Perkins have the mandate of people. To Bryce Riggs he would say "not yet" since he wants to see what he and Aaron Montz can do together. To Perkins with his restaurant management background he would also say "not yet". He said he worked with Bryce Riggs at Tiffin University and Seneca County Young Professional; he has a great worth ethic and is a hard worker who cares and chose Tiffin. Councilmember Perry said Bryce Riggs is a rock and an asset to the city. There is a lot of mixing up going on right now with Ben Gillig leaving and Vickie Wilkins just coming on, and some form of stability going forward is huge. He backed Zack Perkins leading us as mayor, with Bryce Riggs and Aaron Montz continuing to lead us in economic development until people can elect who they want at the next election. Councilman Lepard said he sought out the opinion of very trusted friend of Tiffin, Rich Focht, and he has seen his leadership when serving both the City and County. His recommendation was that you have to go with your gut, which is why he supported Zack Perkins. Director of Law Howard reminded Council that if they were unable to reach a consensus, the Charter says if Council fails to elect a mayor within 30 days of vacancy, the presiding common pleas judge has 15 days to choose. An alternative would be to vote at another meeting. President Pro Tem Gillig pointed out that Councilmember Iannantuono had served in some aspect over the years on the school board and when there was a very highly charged issue. She has pleaded for a restoration of civility and someone who will care for the city and get us through the next 1.5 years.

Vote No. 6: Zack Perkins – 4
Dawn Iannantuono – 1
Bryce Riggs – 1

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Director of Law Howard said that Zack Perkins would begin the remainder of the term as soon as an oath is administered. Bridget Boyle will continue as acting mayor for the remainder of the 30 days, and Perkins will have to confirm when he wants to begin. The Democratic and Republican Central Committees will have to appoint replacement councilmembers, and Council will have to select a new President Pro Tem.

Councilmember Iannantuono offered her congratulations and full support to Zack Perkins, as did Councilmember Wilkins. Councilmember Perry stated that Councilmember Gillig had served the city very well and would be missed on Council, and he congratulated mayor-elect Perkins. Councilmember Lepard offered his best wishes to Ben Gillig and his family, saying that he had been a breath of fresh air on Council. Gillig said he had been so proud when he and his son placed the wreath on Veterans Day. Gillig said he has been proud to see Tiffin rebuild, and it had been an honor to serve on Council.

ADJOURNMENT: 8:12 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3855

JULY 14, 2022 – SPECIAL MEETING

Tiffin City Council met for a special meeting in accordance with Codified Ordinance Section 121.03. Director of Law Howard began the meeting at 6:00 p.m. in Council Chambers. He explained that since Council did not have a President Pro Tem designated to open the meeting, he would serve as a facilitator and call the meeting to order, open with the prayer and pledge of allegiance and roll call. He said he had a blank resolution for a new President Pro Tem, and he would then ask if anyone from Council wanted to introduce it. If approved, he would then administer the oath so they could take the gavel and take over the meeting.

Director of Law Howard called the meeting to order by stating the purpose of the meeting, which was to elect a new President Pro Tem and discuss how Council would like to proceed with the election of the mayor.

The invocation was given, and the Pledge of Allegiance was recited.

ROLL CALL: Clerk of Council Ann Forrest recited roll call. Five councilmembers were present: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Dawn Iannantuono (3rd Ward), Daniel Perry (4th Ward), and Vickie Wilkins (At Large). Also attending were Acting Mayor Bridget Boyle, City Administrator Dale Thornton, and Director of Law Brent T. Howard.

With five members present, there was a quorum. Director of Law Howard said he had a resolution in blank for the President Pro Tem and asked if any member wanted to introduce the resolution. Councilmember Jones said he would like to introduce the resolution nominating Steve Lepard as President Pro Tem and proceeded to sign accordingly.

Resolution 22-21, introduced by Ken Jones and read for the first and only time required.

Resolution appointing Steven Lepard President Pro Tempore of Tiffin City Council for a term beginning July 14, 2022, and ending December 31, 2023.

Councilmember Perry moved for passage; Councilmember Iannantuono seconded.

Discussion: Councilmember Jones explained that he chose Steven Lepard because Councilmember Iannantuono was going to continue hers quest to be selected as mayor, as well we the fact that the other members were newer to Council.

Roll call vote was taken, and it was approved 5-0.

Director of Law Howard proceeded to administer the oath to Steven Lepard.

SPECIAL MEETING ANNOUNCEMENT: This is the notice, in compliance with Charter Section 3.09(B), to announce a Special Meeting of Tiffin City Council on Thursday, July 14, 2022 at 6:00 p.m. in Council Chambers at City Hall. For consideration: To elect a new President Pro Tempore and to discuss how Council would like to proceed with filling the vacancy of Mayor, and any other business Council may consider.

President Pro Tem Lepard took over the meeting and stated that he had his own thoughts on how to proceed with the election of a mayor, but asked Director of Law Howard if he had any special instructions. Howard said it was a Council decision and have had an established procedure, but under the circumstances it could be revised. Council has the ability to rethink it and determine what is appropriate under the circumstances that Council is in. Particular people were nominated by themselves to serve, and certain actions have taken place so now there are only two candidates remaining, Council could consider those two and move forward with a ballot to elect a mayor, or they could revise the process in some way and open the process up. Per the Charter, it is entirely up to Council to determine what would be the best way for the City to elect a mayor. He suggested that Lepard go through the Agenda first as there were a couple of items to be noted as part of the record, such as the letter to Council from Zackery Perkins in which he indicated he would not be accepting the position as mayor and the written communication from Bryce Riggs.

MINUTES: None.

COMMITTEE REPORTS: No reports.

President Pro Tem Lepard announced that no additional Committee of the Whole meeting would be scheduled.

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REPORTS OF THE OFFICERS:

HER HONOR ACTING MAYOR BRIDGET BOYLE: No report.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN: Absent; no report.

DIRECTOR OF LAW BRENT T. HOWARD: No report.

WRITTEN COMMUNICATIONS:

Email dtd July 12, 2022 from Zack Perkins declining the position of Mayor and resigning from City Council.

Email dtd July 14, 2022 from Bryce Riggs withdrawal his name from consideration for Mayor.

ORAL COMMUNICATIONS: None.

MOTIONS: See Other Business.

RESOLUTIONS: None.

ORDINANCES: None.

OTHER BUSINESS:

Regarding the election of an interim mayor, Councilmember Jones said that Council had two good candidates to decide on, and we need the best person to lead Tiffin for the next 18 months. He said there may be some out there they are unaware of and suggested a date be picked for resumes and cover letters to be received. Councilmember Perry agreed and proposed the process be opened up, saying that perhaps during the past week someone may have become interested in the position, and the process should be opened back up for a vote late next week. President Pro Tem Lepard said Council had already gone through the process once, and Council was now left with one candidate. Councilmember Jones questioned there only being one left because in addition to Dawn Iannantuono, there was also Brian Cole; Lepard contended that Cole had been eliminated during the process. Director of Law Howard clarified that the special meeting notice did not indicate voting, but just to establish procedure. Councilmember Perry said they have to find the best candidate for Tiffin, which could be Dawn Iannantuono or Brian Cole, but added that recent events may have gotten more people motivated to apply. Councilmember Iannantuono said she and Brian Cole followed the procedures, and it was not really fair for them to have to go through the process again. Councilmember Wilkins agreed they should not have to go through more interviews. Councilmember Jones suggested having the candidates submit their resumes by July 18, with questions and answers on July 20 and 27 and voting on August 3. Councilman Perry felt that was too drawn out and too close to the deadline in case a Councilmember gets sick. Director of Law Howard noted that there were also two vacancies on Council to be filled within 30 days, although they be in the timeline before August 4; the Democratic one may be filled and the earliest the Republican Committee can fill their seat is on August 1, but they have not been part of process and Council needs to understand how that may impact how the vote.

Motion A: Councilmember Perry moved that a resume and cover letter from candidates be submitted to Clerk of Council Forrest Sunday, July 17 at 4:30 p.m., with candidates coming to the meeting on July 18 for questions, with a special meeting scheduled later in the week for a second round of questions. If the event there are no new candidates, both current candidates should resubmit their resumes. Motion died for lack of a second.

Motion B: Councilmember Jones moved to open up the voting to residents of Tiffin, with a resume and cover letter submitted to the Clerk of Council by Sunday, July 17 at 4:30 p.m., with a special meeting for questions and answers to be held Tuesday, July 19 and a special meeting on July 25 at 6:00 p.m. for additional questions and a vote. Councilmember Perry seconded. Roll call vote was taken and motion failed 3-2, with Councilmembers Iannantuono and Lepard voting against.

Discussion continued on how to proceed. Councilmembers Jones and Perry still wanted to open the self-nominations up again to find the best person. Councilmember Lepard felt they had already had the opportunity to apply.

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Motion C: Councilmember Perry moved to reopen the process with resumes and cover letters to be submitted to the Clerk of Council by Sunday, July 17 at 4:30 p.m., with the first interviews during the July 18 regular meeting and voting at a special meeting on July 21 at 6:00 p.m. Motion failed for lack of a second.

Motion D: Councilmember Jones moved to reopen the process with resumes and cover letters to be submitted to the Clerk of Council by Sunday, July 17 at 4:30 p.m., with questions and answers at a special meeting on Tuesday, July 19 at 6:00 p.m. and additional questions and answers and a vote at a special meeting on July 21 at 6:00 p.m. Councilmember Perry seconded.

Discussion: Councilmember Iannantuono said nothing has changed with this motion, and Councilmember Wilkins questioned if there would be any new resumes.

Roll call vote was taken and motion failed 2-3, with Councilmembers Iannantuono, Lepard and Wilkins voting against.

Acting Mayor Boyle asked if there was a way to make the deadline Sun and if none are received we could say that our intention is to go with Dawn Iannantuono and possibly Brian Cole. Director of Law Howard suggested amending the motion to establish what the procedure is and added that was reasonable to add voting at the next regular meeting to the process.

Motion E: Councilmember Perry moved to amend above Motion D that if no new resumes were received by July 17 at 4:30 p.m., only Dawn Iannantuono and Brian Cole would be considered for the vote at the regular meeting on July 18. Councilmember Jones seconded.

Roll call vote was taken and motion failed 3-2 with Councilmembers Iannantuono and Lepard voting against.

Acting Mayor Boyle asked for clarification as to whether Brian Cole was still in the race or not. Director of Law Howard explained that Council had established a process that started and finished, so a new process needed to be established. We had two prospects that submitted their resumes, and since they are still interested, they are still viable applicants. Howard said Council could establish the new process it wants. Previously there were different circumstances, but we now have two candidates that worked through the established process and are still interested.

Given the impasse, President Pro Tem Lepard adjourned the meeting to revisit the issue at next Monday's regular meeting.

ADJOURNMENT: 7:33 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Monday, June 18, 2022 at 6:45 p.m. in Council Chambers. Attending were Councilmembers Dawn Iannantuono, Ken Jones, Steve Lepard, Daniel Perry and Vickie Wilkins. Acting Mayor Bridget Boyle, City Administrator Dale Thornton, Director of Law Brent T. Howard, Director of Finance Kathy Kaufman, and Director of Communications and Constituent Services Nick Dutro.

President Boyle asked for suspension of Ord. 22-58 for the distribution of ARPA funds; Ord. 22-64 approving the City's contract with A.F.S.C.M.E.; Ord. 22-65 for funds for the Trail Connectivity Project; Ord. 22-66 for additional motor fuel and oil expenses; Ord. 22-67 for an additional Medical Director expense; and Ord. 22-68 to appropriate Park Department donations received.

Director of Law Howard explained that Ord. 22-64 approves the labor contract between the City and A.F.S.C.M.E. The union has approved it and is waiting for the City to act on it. They met in good faith and includes a modest increase in wages, which is a reasonable amount given the economy. City Administrator Thornton noted that it had been discussed in Executive Session a few weeks prior.

Councilmember Wilkins stated that she would be making a motion about the mayoral process and how to move forward.

Councilmember Lepard said that during the regular meeting he would be announcing a Streets, Sidewalks and Sewers Committee meeting for Thursday, June 21 at 4:30 p.m.

City Administrator Thornton explained that they would begin to move the Finance Department on Friday, with moves into the Hayes Committee Room, Conner Commission Room, Respite Room and Administration Conference Room. These rooms will not be available for about 90 days. The Mayor's Conference Room will be available for Council committee meetings; it accommodates six people but can fit eight. Council's mailbox will be in this room, and the packets will be distributed there.

Councilmember Jones stated that three people in the Second Ward had contacted him about revisiting the golf cart situation.

ADJOURNMENT: 6:52 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3858

JULY 18, 2022 – REGULAR MEETING

Tiffin City Council met for its second meeting of the month in accordance with Codified Ordinance Section 121.03. Council President Pro Tem Steve Lepard 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 five councilmembers were present: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Dawn Iannantuono (3rd Ward), Daniel Perry (4th Ward) and Vickie Wilkins (At Large). Also attending were Acting Mayor Bridget Boyle, City Administrator Dale Thornton, Director of Law Brent T. Howard, Director of Finance Kathy Kaufman, and Director of Communications and Constituent Services Nick Dutro.

MINUTES: The minutes for the July 1, 2022 Special Meeting and July 5, 2022 Regular and Committee of the Whole Meetings were approved as written.

COMMITTEE REPORTS: No reports.

President Pro Tem Lepard announced that no additional Committee of the Whole meeting would be scheduled.

REPORTS OF THE OFFICERS:

ACTING MAYOR BRIDGET BOYLE

Acting Mayor Boyle announced that she would be out of town Wednesday, July 20 to Sunday, July 24.

Events:

- The Sweet Summertime Third Thursday event starts downtown on Thursday, July 21 at 4:00 p.m. with food trucks in Lots 5 and 7 at 5:00 p.m. There will also be an Arts Court and a Downtown Car Cruise. Cherry Bombs will play at the East Green Amphitheater at 7:00 p.m.
- The Farmers Market will be downtown Saturday.
- Yoga on the East Green will be at 9:00 a.m. on Saturday.
- The East Green Concert Series will present The Together Band Saturday at 7:00 p.m.
- The Seneca County Fair begins Sunday, July 24.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN: No report.

DIRECTOR OF LAW BRENT T. HOWARD: No report.

WRITTEN COMMUNICATIONS:

Finance Director's Request for Legislation #F22-27 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Park Budget and Park Capital Budget (\$40,679.00 + \$21,000.00).

On file in Clerk of Council's office; legislation prepared under Ord. 22-65

Finance Director's Request for Legislation #F22-28 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Fire Other Professional Services Budget (\$2,500.00).

On file in Clerk of Council's office; legislation prepared under Ord. 22-67.

Finance Director's Request for Legislation #F22-29 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Street and Park Budgets (\$46,000.00 + \$10,000.00).

On file in Clerk of Council's office; legislation prepared under Ord. 22-66.

Email from Skylar Mettert dtd July 13, 2022 expressing his concern about the actions and lack of transparency at the July 11, 2022 Special Meeting.

Email from Diane Bowen dtd July 13, 2022 in support of Dawn Iannantuono.

Email from H. Thomas Baker to Ken Jones dtd July 14, 2022 expressing concerns about the Special Meeting and supporting Dawn Iannantuono as Mayor.

Email from Brian Cole dtd July 14, 2022 resubmitting his cover letter and resume for the position of Tiffin City Mayor.

Email from Brian Cole dtd July 15, 2022 expressing his interest in the City Council vacancy depending on the results of the Mayor's position.

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Email from Joseph and Nancy Obringer dtd July 15, 2022 suggesting that only Dawn Iannantuono and Brian Cole be considered and voted on as Mayor, with no new applications accepted.

Email from Merre Phillips dtd July 15, 2022 to not reopen the process and endorsing Dawn Iannantuono as Mayor.

Email from Lewis Miller dtd July 16, 2022 in support of Dawn Iannantuono.

Email from Amber Herbert dtd July 16, 2022 in support of Dawn Iannantuono and not reopening the process.

Email from Margaret Slowick dtd July 16, 2022 in support of Dawn Iannantuono and not reopening the process.

Email from David Koehl dtd July 17, 2022 with suggestions for handling the mayor selection.

Email of encouragement re the mayoral selection from Dustin Williams dtd July 18, 2022.

The above emails are on file in the Clerk of Council's office.

ORAL COMMUNICATIONS:

Scott Hoernemann addressed Council about the mayoral choice and said it was time to come to a conclusion in order to move forward with business. He said there were one or two viable candidates that were still interested, and he thought that for the good of the City, Council should go forth with one of the two.

MOTIONS: See Other Business.

RESOLUTIONS: None.

ORDINANCES:

Ordinance 22-55, introduced by Ben Gillig and read for the third time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$18,450 INTO THE FIRE/RESCUE DIVISION CAPITAL BUDGET FOR THE PURCHASE OF WORKOUT EQUIPMENT.

Discussion: Councilmember Jones asked what type of exercise equipment this was for. City Administrator Thornton explained that the equipment in current use was outdated. The new equipment would help our security forces maintain their physical fitness for the job.

Councilmember Iannantuono moved for passage; Councilmember Perry seconded.

Roll call vote was taken on the passage, and it was approved 5-0.

Ordinance 22-56, introduced by Ben Gillig and read for the third time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$12,500.00 INTO THE FIRE/RESCUE DIVISION OPERATIONAL SUPPLIES BUDGET FOR REPAIRS TO THE 2005 SEAGRAVE ENGINE.

Councilmember Iannantuono moved for passage; Councilmember Perry seconded.

Roll call vote was taken on the passage, and it was approved 5-0.

Ordinance 22-58, introduced by Steve Lepard and read for the second time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE A TOTAL OF \$536,827.00 INTO THE AMERICAN RESCUE PLAN ACT FUND.

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

Discussion: Councilmember Jones asked for what areas these funds were earmarked. Director of Finance Kaufman explained that the funds were for several areas, such as \$30,000 to help with the website contract; some additional money in the 121 area of the Trail Connectivity Project; window replacements at City Hall and fencing at the Lions Club Park; an SRT support van, toilet replacements in the holding cells, and replacing an outdated in-car system for the Police Department; and hopefully a new ambulance for the Fire Department.

Roll call votes were taken on the suspension and passage, and both were approved 5-0.

Ordinance 22-62, introduced by Steve Lepard and read for the second time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$1,000.00 INTO THE DIRECTOR OF COMMUNICATIONS BUDGET FOR PHOTOGRAPHY WORK FOR THE CITY OF TIFFIN WEBSITE.

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Ordinance 22-64, introduced by Dan Perry and read for the first time.

ORDINANCE APPROVING THE LABOR CONTRACT BETWEEN THE CITY OF TIFFIN AND LOCAL 583, OHIO DIVISION 8, A.F.S.C.M.E., FOR THE PERIOD FROM THE DATE OF JANUARY 1, 2023 TO DECEMBER 31, 2025, AND DECLARING AN EMERGENCY.

Councilmember Perry moved for suspension of the three-reading rule and passage; Councilmember Jones seconded.

Discussion: Director of Law Howard explained that suspension was needed because it approves the labor contract entered into with A.F.S.C.M.E. The parties entered into negotiations and there was a resolution of the terms. Members of the A.F.S.C.M.E. union met and voted on and approved those terms, which included a 4% increase each year over the three years of the contract, which seemed reasonable given the economic climate. All other provision remain the same and Council should consider the terms and move forward with accepting the union resolution.

Roll votes were taken on the suspension, emergency and passage, and each was approved 5-0.

Ordinance 22-65, introduced by Dawn Iannantuono and read for the first time.

ORDINANCE AMENDING BUDGET ORDINANCE 21-105 APPROPRIATING FUNDS FOR THE TRAIL CONNECTIVITY PROJECT.

Councilmember Iannantuono moved for suspension of the three-reading rule and passage; Councilmember Perry seconded.

Roll call votes were taken on the suspension and passage, and both were approved 5-0.

Ordinance 22-66, introduced by Dawn Iannantuono and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$56,000.00 INTO THE STREET AND PARK DEPARTMENT BUDGETS FOR MOTOR FUEL AND OIL.

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

Discussion: Councilmember Iannantuono noted that this made sense with the escalation of fuel expenses.

Roll call votes were taken on the suspension and passage, and both were approved 5-0.

Ordinance 22-67, introduced by Dawn Iannantuono and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$2,500.00 INTO THE FIRE OTHER PROFESSIONAL SERVICES BUDGET FOR MEDICAL DIRECTOR EXPENSE.

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

Discussion: Councilmember Jones asked if this amount wasn't already in the Budget. City Administrator Thornton explained that the amount in the Budget was for the Director at the time, Dr. Fitzpatrick. Since he has retired he can no longer serve in this position by state law. We contracted with Mercy for the group to serve, and this additional \$2,500 is for working with the new provider.

Roll call votes were taken on the suspension and passage, and both were approved 5-0.

Ordinance 22-68, introduced by Dawn Iannantuono and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE A TOTAL OF \$61,679.00 INTO THE PARK AND PARK CAPITAL BUDGETS.

Councilmember Iannantuono moved for suspension of the three-reading rule and passage; Councilmember Perry seconded.

Discussion: Director of Finance Kaufman explained that Fund 242 included donations from Five Star Maintenance and Ken Jones, as well as a grant from the Seneca County Park District, and we would like to start using them right away. Fund 331 Capital Improvements is needed for the Wi-Fi project at Hedges-Boyer Park.

Roll call votes were taken on the suspension and passage, and both were approved 5-0.

OTHER BUSINESS:

Councilmember Wilkins stated that Council is responsible for a large number of duties so that the City can function, but it is not functioning at full capacity and we owe it to the citizens of Tiffin to resolve this. Eligible people have already had the opportunity to apply and opening it up would only bring in reactionary people. She encouraged those who were inspired to come to Council meetings to get involved and to prepare to run for mayor when citizens can vote.

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Councilmember Wilkins moved that a roll call vote be held that evening on the two mayoral candidates who submitted their self-nominations by the June 27 deadline and that were already interviewed. Councilmember Lepard seconded.

Discussion: Councilmember Perry said that after the last meeting, no one had reached out with any interest in the position. He said there has been lots of support for Councilmember Iannantuono; part of the job is to listen to what the community tells us, and he is comfortable moving forward. Councilmember Jones preferred to open it up until August 1 when the Republican and Democratic Central Committees will have selected their replacements and Council would have seven instead of five members to vote on it. Councilmember Perry said he did not want to push the timeline like that because someone could be out of town or sick and August 1 could be too late; the last thing we want is for it to go out too long and the judge would have to fill the seat. Councilmember Wilkins said that strategic decisions were not being made at this time, and she did not want to wait until August 1.

Councilmember Jones asked if, instead of doing that, the Republican Party could move their timeline up in order to have seven councilmembers instead of five. David Koehl of the Seneca County Republican Party explained that they have to give 10 days' notice in writing and that the ad was already in the newspaper Saturday.

Councilmember Jones insisted he did not want to hold the vote that night.

Roll call vote was taken on the motion, and it was approved 4-1 with Councilmember Jones voting against.

Roll call vote was then taken on the two candidates, Councilmember Dawn Iannantuono and Brian Cole. Dawn Iannantuono was selected on a vote of 4-1.

It was asked if the oath could be given that night to the newly elected Mayor Iannantuono; Director of Law Howard said that the oath was not ready and the ceremony needed to be set up with President Boyle and other participants. Mayor-elect Iannantuono said that she was humbled, honored and looking forward to working with everyone, along with Bryce Riggs at the Chamber of Commerce and Aaron Montz at TSEP. She said it had been a tough couple of weeks, but we are now moving forward. Councilmember Wilkins congratulated her and thanked Brian Cole for his interest.

Councilmember Lepard announced a Streets, Sidewalks and Sewers Committee meeting on Thursday, July 21, 2022 at 4:30 p.m. in the Hayes Committee Room to discuss Mayor's Request for Legislation #22-24 regarding the OPWC Paving Grant, and any other business that may come before it.

Acting Mayor Boyle said she was very grateful for her couple of weeks as Acting Mayor, and she thanked everyone for their support and their patience. She also congratulated new Mayor Dawn Iannantuono on her appointment.

ADJOURNMENT: 7:48 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3862

JULY 25, 2022 – SPECIAL MEETING

Tiffin City Council met for a special meeting in accordance with Codified Ordinance Section 121.03. Council President Boyle opened the meeting at 6:00 p.m. in Council Chambers. The invocation was given, and the Pledge of Allegiance was recited.

ROLL CALL: Clerk of Council Ann Forrest recited roll call. Four councilmembers were present: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Daniel Perry (4th Ward) and Vickie Wilkins (At Large). Also attending were Mayor Dawn Iannantuono, City Administrator Dale Thornton, Director of Law Brent T. Howard and Director of Communications and Constituent Services Nick Dutro.

SPECIAL MEETING ANNOUNCEMENT: This is the notice, in compliance with Charter Section 3.09(B), to announce a Special Meeting of Tiffin City Council on Monday, July 25, 2022 at 6:00 p.m. in Council Chambers at City Hall. For consideration: To determine the process for filling the Third Ward Councilmember vacancy, and any other business Council may consider.

MINUTES: None.

COMMITTEE REPORTS: No reports.

President Pro Tem Lepard announced that no additional Committee of the Whole meeting would be scheduled.

REPORTS OF THE OFFICERS:

HER HONOR ACTING MAYOR BRIDGET BOYLE: No report.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN: Absent; no report.

DIRECTOR OF LAW BRENT T. HOWARD:

Director of Law Howard updated Council on his schedule. He is no longer traveling July 27-30 but will still be gone August 2-12.

WRITTEN COMMUNICATIONS:

Self-nomination July 12, 2022 from Kevin Roessner for the Third Ward Councilmember vacancy.

ORAL COMMUNICATIONS: None.

MOTIONS: See Other Business.

RESOLUTIONS: None.

ORDINANCES: None.

OTHER BUSINESS:

Regarding the Third Ward councilmember vacancy given the election of Dawn Iannantuono as mayor, Director of Law Howard explained that since she had no party affiliation, Council had 30 days to select a new one by majority vote. President Boyle recommended that any qualifying Third Ward resident submit their letter of interest and resume by the end of the week or July 29 at 4:30 p.m. to Council Clerk Ann Forrest or drop a paper copy off to Nick Dutro at City Hall. They can attend the August 1 regular meeting and under Other Business can express their interest and a roll call vote will then be taken. Councilmember Perry said having been appointed twice, he knew this was how the Republican Central Committee did it, and he agreed with her recommendation.

Director of Law Howard explained that the Charter says that the person elected to a ward seat should be a resident one year prior to nomination. He also said that he had been advised by both political parties that their intent is have their appointees at the regular August 1 meeting. Councilmember Lepard said he would be attending the Central Committee meeting and asked if he would be excluded from voting if he were late. Director of Law

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Howard said he had checked, and councilmembers must be in the room to vote on Motions, Resolutions and Ordinances. Lepard said that the Republican Central Committee had move the meeting up to 5:30 p.m. for extra time. Charter Section 3.08 regarding appointments to Council says that a vacancy is filled by majority vote of the remaining members of council; if there is a tie, the President Council breaks it. Per the Charter, the Council President may vote on any matter of Council where votes are evenly divided.

Motion A: Councilmember Wilkins moved that, as recommended by the Council President, any registered resident in the Third Ward submit their cover letter and resume for Third Ward councilmember to Clerk of Council Forrest by Friday, July 29 at 4:30 p.m., and be present at the August 1 regular meeting prepared under Other Business to express why they are interested and answer questions asked in order of roll call. Roll call vote will be taken for a majority vote; if there is a tie the Council President will be the tie breaker. If after five rounds no candidate is chosen, another meeting will be scheduled. Councilmember Lepard seconded. Roll call vote was taken and motion was approved 4-0.

ADJOURNMENT: 6:40 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3865

AUGUST 1, 2022 – REGULAR MEETING

Tiffin City Council met for its first 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 six councilmembers were present: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Daniel Perry (4th Ward), Vickie Wilkins (At Large), Cheyane Thacker (At Large) and John Spahr, Jr. (At Large). Also attending were Mayor Dawn Iannantuono, City Administrator Dale Thornton, Director of Law Brent T. Howard, Director of Finance Kathy Kaufman, and Director of Communications and Constituent Services Nick Dutro.

MINUTES: The minutes for the July 18, 2022 Regular and Committee of the Whole Meetings were approved as written.

COMMITTEE REPORTS:

Councilmember Steve Lepard reported that a Streets, Sidewalks and Sewers Committee meeting was held July 21, 2022 at 4:40 p.m. in the Mark Hayes Committee Room. Attending were committee members Steven Lepard, Ken Jones and Danny Perry, along with City Engineer Watson, Director of Law Brent Howard, City Administrator Dale Thornton, Mayor Dawn Iannantuono and Danny Iannantuono. Lepard called the meeting to order and stated that the purpose of the meeting was to discuss the Mayor's Request for Legislation 22-24 Ohio Public Works Grant for street resurfacing and any other business presented. Engineer Watson informed the committee that the application for this grant is due on September 23, 2022 with a review date of October 4, 2022. City Engineer Watson suggests that we request a 0% loan in the amount of \$500,000 for the resurfacing of Ann Street Circular to Main, East Davis from Sandusky to Elwood, Elm Avenue north of Seneca, Fourth Avenue Maule Rd. to Park Ave., all of Greenfield, all of Industrial Avenue, River Road North, north of the Tiffin Development Center, Sycamore Street Ella to Monroe and all of Westwood Drive. The resurfacing estimate to be \$650,000 and will be paid with \$150,000 from the Road and Bridge Levy Fund and \$500,000 from the OPWC Pavement Repair Program. The \$500,000 grant would be repaid over an eight year period but the City Engineer suggests that we repay the loan off in five years. Due to increased costs the Ella Street Bridge Project will cost one million dollars more than anticipated, \$300,000 was cut from the 2023 street paving so that the bridge would be paid for without borrowing money, the OPWC grant will restore the dollars that were pulled from the 2023 street paving to ensure the Ella Street Bridge Project would be paid for without funding. The city plans to spend 1.25 million dollars paving city streets in 2023; this includes \$600,000 in ODOT Urban Paving Grant funds. Councilmember Perry introduced a motion to have the Director of Law prepare legislation authorizing the Mayor to prepare and submit an application to participate in the Ohio Public Works Commission revolving loan program for street resurfacing in 2023 and to execute contracts as required, and declaring an emergency. Councilmember Jones seconded the motion and the motion passed by a 3-0 vote. The committee had discussion concerning sidewalks after receiving an email from an area resident. City Engineer Watson informed the committee that the Tiffin Sidewalk Program was active beginning in 2001 through 2011 and again in 2015 and 2017. The committee was provided with the Sidewalk Program Estimated Time Line that was developed in 2013 for our review and explanation. Engineer Watson believes that this program may have ended due to budget and staffing, but he assured us that if the city desires to return to this program his department is staffed adequately to accept the challenge. Engineer Watson would suggest that in the future the sidewalk program follow two years behind street paving. The city is 70% compliant with ADA standards and only 51% of the city actually has sidewalks. The committee took no action but wishes that the property owners would maintain sidewalks as required by the Codified Ordinances. With no further business the committee adjourned at 5:16 p.m. Respectfully submitted, Steven Lepard, Chairman.

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

REPORTS OF THE OFFICERS

MAYOR DAWN IANNANTUONO:

Mayor Iannantuono stated she spent the first two weeks on the job meeting with department heads, TSEP, Chamber of Commerce, new school superintendent Ben Richards, the Sheriff's office, Seneca County Fair Board, attending the Bridges Academy open house, presenting medals to Fire Department members, interviewing with Channel 11, and attending an OML meeting in Findlay, etc. She said she will be visiting downtown and area businesses, meeting with the new members of City Council and trying to answer any questions.

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Events:

- Thursday Night Tunes will present Jake Heil on August 4 at the East Green Amphitheater.
- The Rad Trads will perform on Saturday at 8 p.m. at the East Green Amphitheater.
- The Farmers Market will be on downtown Saturday from 9 a.m. to 1:00 p.m.
- Yoga classes will be held on the East Green Saturday at 9 a.m.
- The Band Bash will be held August 18 with area school marching bands playing at 7 p.m. at the East Green Amphitheater.
- Last date for the city pool is Sunday, August 14.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN: No report.

DIRECTOR OF LAW BRENT T. HOWARD:

Director of Law Howard explained that Res. 22-23 authorizes the City to participate in OneOhio Region 17 to receive some of the opioid funds being distributed in the state. One new item is the Bylaws of Region 17. Last year the City received notice of the opioid settlement, and we approved the MOU that set forth various facts; that is still the guiding document. One of the steps to take is to pass this resolution to participate in Region 17, one of the various regions the state has for requesting funds. It was created by eight counties, one of which is Seneca County, and each of the eight members has a representative on the regional board. We will work with other political subdivisions in Seneca County. Region 17 will appoint one member to the state Foundation Board to receive funding. Article 11 funding requests are supposed to be submitted to the county representative, so if as a city we come up with projects for funding we submit them to the county representative to go through Region 17 and to the Foundation Board designed for representation and structure for these requests. The Mayor's office and the Police Department will be looking for ways to support the City. Council needs to approve the resolution because the next meeting of Region 17 is August 5, and they would like to have them approved as soon as possible. He recommended Council approve the resolution as there is nothing in the Bylaw structure that unfairly treats Tiffin.

Howard also said he would be sending the new Council members an orientation memo. One thing they have to do within a short time frame is to file a financial disclosure statement since they are subject to financial disclosure laws. As appointed Council members they have only 15 days from the date of appointment to do it, and it can be done online.

WRITTEN COMMUNICATIONS:

Mayor's Request for Legislation #22-26 – Traffic Signal Improvement Project for Circular St. and Clinton Ave.

Referred to Streets, Sidewalks and Sewers Committee

Mayor's Request for Legislation #22-27 – Appointment to Civil Service Commission (Jack Bour)

Referred to Personnel and Labor Relations Committee

Mayor's Request for Legislation #22-28 – Appointment to Planning Commission (Randy Schwartz)

Referred to Personnel and Labor Relations Committee

Finance Director's Request for Legislation #F22-30 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Police Capital Budget (\$55,000.00).

On file in Clerk of Council's office; legislation prepared under Ord. 22-69.

Finance Director's Request for Legislation #F22-31 to amend the 2022 Budget Ordinance 21-105 to appropriate additional funds into the Council Professional Services Budget (\$500.00).

On file in Clerk of Council's office; legislation prepared under Ord. 22-70.

Finance Director's Request for Legislation #F22-32 to amend the 2022 Budget Ordinance 21-105 to appropriate additional funds into the Sewer Construction Budget (\$48,500.00).

On file in Clerk of Council's office; legislation prepared under Ord. 22-71.

Ohio Division of Liquor Control – Xcaret 2 Inc. dba Xcaret Mexican Restaurant – Type N/D5 Permit

Referred to Streets, Sidewalks and Sewers Committee – Councilmember Lepard said that the committee conferred and approved that the Clerk sign and return the document with no hearing requested.

Self-nomination of Kevin Roessner for Third Ward Councilmember dated July 27, 2022.

On file in Clerk of Council's office.

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ORAL COMMUNICATIONS: None.

MOTIONS: None.

RESOLUTIONS:

Resolution 22-22, introduced by Steve Lepard and read for the first time.

RESOLUTION AUTHORIZING THE MAYOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION (OPWC) REVOLVING LOAN PROGRAM FOR STREET RESURFACING IN 2023, TO EXECUTE CONTRACTS AS REQUIRED, AND DECLARING AN EMERGENCY.

Resolution 22-23, introduced by Steve Lepard and read for the first time.

RESOLUTION APPROVING THE CITY OF TIFFIN'S PARTICIPATION IN REGION 17 GOVERNANCE STRUCTURE UNDER THE ONEOHIO MEMORANDUM OF UNDERSTANDING, AND DECLARING AN EMERGENCY.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Perry seconded.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 6-0.

ORDINANCES:

Ordinance 22-62, introduced by Steve Lepard and read for the third time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$1,000.00 INTO THE DIRECTOR OF COMMUNICATIONS BUDGET FOR PHOTOGRAPHY WORK FOR THE CITY OF TIFFIN WEBSITE.

Councilmember Lepard moved for passage; Councilmember Wilkins seconded.

Roll call vote was taken and it was approved 6-0.

Ordinance 22-69, introduced by Steve Lepard and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE A TOTAL OF \$55,000.00 INTO THE POLICE CAPITAL BUDGET.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Perry seconded.

Roll call votes were taken on the suspension and passage, and both were approved 6-0.

Ordinance 22-70, introduced by Steve Lepard and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$500.00 INTO THE COUNCIL PROFESSIONAL SERVICES BUDGET.

Ordinance 22-71, introduced by Steve Lepard and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$48,500.00 INTO THE SEWER CONSTRUCTION BUDGET.

Councilmember Lepard moved for suspension and passage; Councilmember Perry seconded.

Discussion: Councilmember Jones asked what area on Second Ave. was the manhole repair. Director of Finance Kaufman explained that Public Works Superintendent Brandon Burner had told her all of them need to be rehabilitated so that they do not have to be replaced later at a higher cost.

Roll call votes were taken on the suspension and passage, and both were approved 6-0.

OTHER BUSINESS:

President Boyle introduced Kevin Roessner and thanked him for applying for the Third Ward seat on Council. He addressed Council about his having grown up south of Tiffin and attending local schools, and he presented his qualifications and work experience. Councilmembers asked him questions in order of roll call. Councilmember Jones asked what a Cloud manager was; Roessner said every organization has its Cloud hosted by a hosting company or data center. He was a virtualization and integration engineer, taking a file server and turning it into a

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set of files that act like a server. Councilmember Lepard asked what brings the most pride to him when he says Tiffin, Ohio. Roessner responded that Tiffin has a lot of the elements of larger cities, but it is quieter. Councilmember Perry first asked him pizza place he had worked for (Larry Elchert), adding that that his resume was impressive and thanking him for coming forward for the seat. Councilmember Thacker asked what parts of Tiffin he saw helping to improve; Roessner said that there was great momentum all over. Councilmember Spahr congratulated and thanked him for stepping forward. Councilmember Thacker asked what parts of Tiffin did he see helping to improve, and Roessner responded that there is great momentum all over with all areas on the path to improvement. He said he did not want to interrupt that improvement or slow it down. Councilmember Wilkins asked him what was the most exciting thing that had happened in Tiffin since his return in 2019; he said it was the National Corner, which he has seen in a lot of other cities and believed Tiffin followed a good model. Roll call vote was taken on the nomination of Kevin Roessner for Third Ward Councilmember. He was approved 6-0 and immediately afterwards was administered the oath of office by Director of Law Howard.

City Administrator Thornton stated that the Traffic Safety Committee had met the previous week, and they have been monitoring the intersection of Frost Parkway and Market St. The traffic light has been bagged for the last 60 days and will be taken out this week. Only two letters have been received, and there have been lots of positive comments about it. He added that the Finance Department is now in City Hall, with the Sewer Dept. right inside the front door and the Tax Office at the back of the second floor. A drop box will be installed on a pad in front of City Hall for sewer and tax payments. Also, at the next meeting on August 15 there will be two organizations making presentations: Omnifiber about bringing fiber to the City of Tiffin, and Rumpke to bring Council up to date and to discuss their contract.

Councilmember Jones shared that he had asked to look at the Fire Department's workout room and confirmed that the current equipment is highly antiquated, so the new equipment is greatly needed.

Councilmember Thacker announced a Streets, Sidewalks and Sewers Committee meeting to be held Thursday, August 4, 2022 at 5:00 p.m. in Council Chambers to discuss Mayor's Request for Legislation #22-26 regarding the Traffic Signal Improvement Project for Circular St. and Clinton Ave., and any other business that might come before it.

ADJOURNMENT: 7:50 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Monday, August 1, 2022 at 6:45 p.m. in Council Chambers. Attending were Councilmembers Ken Jones, Steve Lepard, Daniel Perry, Vickie Wilkins, Cheyane Thacker and John Spahr, Jr. Also attending were Mayor Dawn Iannantuono, City Administrator Dale Thornton, Director of Law Brent T. Howard, Director of Finance Kathy Kaufman, and Director of Communications and Constituent Services Nick Dutro.

Cheyane Thacker and John Spahr, Jr., appointed by the Democratic and Republican Central Committees, respectively, to fill two of the empty seats on Council, were sworn in by Director of Law Brent Howard.

Mayor Iannantuono requested Council suspend Res. 22-23 authorizing the City's participation in Region 17 for the distribution of opioid funding, Ord. 22-69 for the appropriation of funds into the Police Capital Budget, and Ord. 22-71 for the appropriation of funds into the Sewer Construction Budget.

Councilmember Jones asked about receiving the monthly financial report at least 48 hours sooner in order to have more discussion. Director of Finance Kaufman said she did not have to present the July report that evening but could wait until the next meeting. City Administrator Thornton explained that it is difficult to close the books on Sunday, July 31 at midnight and have the report to Councilmembers further in advance of this meeting and agreed it could be presented at the next meeting.

Councilmember Jones said that during the recent Streets, Sidewalks and Sewers Committee meeting it was discussed whether it might be better to put the 2023 Façade Enhancement Grant money into the Sidewalk Repair Program instead in order to help residents. *President Boyle assigned the matter to the Streets, Sidewalks and Sewers Committee.*

ADJOURNMENT: 6:57 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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AUGUST 15, 2022 – 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: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Kevin Roessner (3rd Ward), Daniel Perry (4th Ward), Vickie Wilkins (At Large), Cheyane Thacker (At Large) and John Spahr, Jr. (At Large). Also attending were Mayor Dawn Iannantuono, City Administrator Dale Thornton, Director of Finance Kathy Kaufman, Police Chief David Pauly and Director of Communications and Constituent Services Nick Dutro.

MINUTES: The minutes for the August 1, 2022 Regular and Committee of the Whole Meetings were approved as written.

COMMITTEE REPORTS:

Councilmember Thacker reported that a Street, Sidewalk, Sewer Committee meeting was held August 4, 2022 at 5:00 P.M. in the Tiffin City Hall Council Chambers. Attending were committee members Cheyane Thacker, Kenneth Jones, Daniel Perry, and Steven Lepard, along with Public Works Superintendent Brandon Burner and City Administrator Dale Thornton. Thacker called the meeting to order and stated the purpose of the meeting was to discuss the Mayor's Request for Legislation 22-26 Traffic Signal Improvement Project for Circular Street and Clinton Avenue and any other business presented. Public Works Superintendent Burner informed the committee of the issues related to traffic signals at the intersections of Circular Street at Melmore Street and Clinton Avenue at Perry Street. Currently, the signals at these locations have outdated controllers, and parts can no longer be ordered for them. New signals will provide us with the opportunity to include loops, and radar to give demand traffic the green light. There is also the possibility that new lights will be ADA compliant with audible detection. Both lights have already been included in this year's budget at \$140,000.00 per light. Additionally, removal of these lights can provide backup parts for other lights in our city. Superintendent Burner gave a potential timeline for this project to be around one year. This is because the lead time for the poles is 6 months or more, and the city still needs to advertise and receive bids for the project. Following the regular 3-reading rule to pass this legislation may delay and add costs to the project. Superintendent Burner asks Council to declare this an emergency because of the lead time on the poles and other traffic signal equipment and to help get the project done during the summer and before the school year starts next year. To reach this goal, Burner suggests we should be under contract by September of 2022. Lepard motioned to have the Director of Law prepare legislation authorizing City Administrator to prepare plans and specifications, advertise for and receive bids, and recommend and execute contracts for the Circular Street and Clinton Avenue Traffic Signal Improvement Project, and declaring an emergency. Perry seconded the motion and the motion passed by a 4-0 vote. With no further business the committee adjourned at 5:16 P.M. Respectfully Submitted, Cheyane Thacker, Chairperson.

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

REPORTS OF THE OFFICERS

MAYOR DAWN IANNANTUONO:

Mayor Iannantuono introduced Police Chief David Pauly, who presented Ofc. Elizabeth Miller with her second Tiffin Police Lifesaving Award. On July 2nd she assisted a female who was bleeding heavily from being attacked by a dog and was showing signs of shock. She made a tourniquet with her utility belt to slow down and stop the blood flow until EMS arrived to assist. Chief Pauly said that if not for her quick actions, the woman likely would have died. He pointed out that every day TPD members provide the community with great acts of heroism that go largely unseen and unheard, and one of his missions was to make sure that the community hears about them.

Chief Pauly also spoke to Council seeking approval of the proposed Mutual Aid Agreement between Tiffin, Fostoria and Seneca County and its Sheriff's office to establish the Black Swamp Emergency Services Unit. These entities, as well as the special opps teams, have been cooperating together for a while. He would now like to formalize it as it would assist with opportunities to apply for grants for equipment and training. It also puts less pressure on TPD who in the past has supplied the lion's share of resources. Each jurisdiction would be responsible for their equipment, training and overtime. The incident command falls on whatever jurisdiction they are in at the time, but the operational command is under one person, Jake DeMonte. President Boyle asked why the Fostoria Fire Department was included; Pauly explained that they have three firefighters trained in Tactical EMS (TEMS).

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Mayor Iannantuono added that she wanted to commend city lifeguards Toria, Mia and Serena Ingalls, along with Samantha and Lydia Willman, who were able to assist a young woman in distress at the Hedges-Boyer pool last Sunday and got her stable until the ambulance arrived. She congratulated the ladies for a job well done.

Mayor Iannantuono then introduced Ryan Runion, Director of Business and Community Development for Omni Fiber, who are going to provide internet, phone and TV service in Tiffin. They are investing \$8.5 million with funding by Oak Hill Capital and require no federal, state or local funding. They are solely fiber optical and provide the same speed coming in as going out. It is a passive optical network that does not rely on electricity except at the main point in the community. They still use utility poles and the rest is underground. There are no contracts and no hidden fees; the all-inclusive fee includes wifi and free equipment. Typically is it half the cost and twice the speed. Their call center is in Ohio. They are now in construction in Clyde, the day before in Dover and in two weeks will be in Shelby. The kick-off in Tiffin will be September/October, the design and permit process has started, and construction is expected to be around November 1. They will be able to turn on neighborhoods as they go along. Details can be found at www.omnifiber.com.

Rumpke municipal and public sector specialist Blake Austin addressed Council about the trash and recycling contract with Tiffin that expires the end of 2023, as they want to get a head start on the contract extension. They are offering both two-year and 5-year options. The current rate is \$15.57 per month plus a varying fuel charge from 2018. They have proposed the same service for \$17.94 plus same fuel charge, which is based on the average price of diesel in the Midwest. He pointed out that \$17.94 is still less than what the previous provider charged. The only other change is to expand the yearly increase from 2% to 5%. Councilmember Lepard said at one point we got quarterly reports, and we were always interested in the recycling numbers as Tiffin was always very good; he said he would like to see them again for the pounds of recycling that goes to them and the percentage that actually go to recycling. Austin said he would try to get those numbers again. He stated that they recycle 85% of what comes into the material recovery facility and 15% eventually goes to the landfill. Of that 85%, they have about a 99% recovery rate, and 99% of that stays domestic and the majority in Midwest and Ohio. Councilmember Jones asked if we were looking at other providers; City Administrator Thornton said they were looking at extending the existing contract if Council is satisfied with these terms. Councilmember Perry asked if they would be willing to negotiate if we shopped around; Austin said part of the extension is the ease of the negotiations based on the current contract. City Administrator Thornton said he had asked Rumpke to bring information in front of Council but the negotiations are not concluded. He is looking at what the prices are of the competition in surrounding communities, and an initial review shows that Rumpke is very competitive. He noted that there were a lot of problems in the community with the previous provider that took six months to work out. *President Boyle assigned the matter to the Law & Community Planning Committee.*

Mayor Iannantuono reported that she had performed her first wedding that day and had started visiting downtown businesses last week. She also stated that she is changing the time for Halloween trick or treating. It will be the same Sunday before Halloween but from 3:00-5:00 p.m. because it is important that it still be light out for children so they are more visible to traffic and because it is a back-to-school night.

Events:

- Dawg Days will be held August 16 and 17 at the Hedges-Boyer pool.
- August 17 is the Bicentennial Farm to Table Dinner at The Chandelier.
- August 18 is the grand opening ribbon cutting for Magnificent Maid in downtown Tiffin.
- Thursday the 18th will also be the Downtown Taste of Tiffin at the Library parking lot.
- Thursday Night Tunes will feature Band Bash 2022 at the East Green Amphitheater.
- The Farmers Market will be on downtown Saturday, August 20 from 9 a.m. to 1:00 p.m.
- The Around the Town event will also be held Saturday in front of the Justice Center to showcase Seneca County businesses and organizations to incoming and returning college students.
- Wally and the Beavs will be the final act of the East Green Concert Series on Saturday, August 20.
- Saturday, August 27 is the Seneca Proud Fest at East Green.
- Sunday, August 28 is the Celebration of Life service for firefighter/paramedic Sean Tyler at the All Patriots Memorial.

CLERK OF COUNCIL ANN FORREST: No report.

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DIRECTOR OF FINANCE KATHY KAUFMAN:

Director of Finance Report for the month ending:	JULY 31, 2022
Total Receipts for the month:	\$4,437,689.99
Total Expenses for the month:	\$3,865,118.57
The General Fund unencumbered balance:	\$4,851,703.47

The income tax receipts for July 2022 were \$831,996.42. The total annual increase in income tax receipts for July 2022 compared to July 2021 is \$84,426.11. Year to date the increase is 14.60%.

The .25% portion of income tax receipts that was transferred into fund 215 for public streets for July 2022 is \$102,661.34.

The unexpended balance for all funds is **\$36,038,619.15**, which is the same as the bank balances for the same time period.

Councilmember Roessner moved to accept the July financial reports as presented, as well as the corresponding bank reconciliations emailed to Council; Councilmember Lepard seconded.

Discussion: Councilmember Jones asked why there was a balance of \$270,000 in Women Victims Fund 250; Director of Finance Kaufman explained that it is a carryover balance going forward; we have a revenue stream going into it every year from fees, and every year we pay \$20,000 to the Seneca County Commissioners. Regarding Sidewalk Improvement Fund 337, Jones said it has a starting balance of around \$43,000 and asked if we couldn't put it into a money market fund to earn a little bit of interest; Director of Finance Kaufman explained that both of those funds are restricted and can only be used for those purposes. She also explained that we have a starting balance with the revenue fund each year from sidewalk assessments from the County, and a couple of PO's are opened up which sets the money aside to spend and therefore reduces the fund's balance. On a voice vote, motion was approved 7-0.

DIRECTOR OF LAW BRENT T. HOWARD: Absent; no report.

WRITTEN COMMUNICATIONS:

Mayor's Request for Legislation #22-29 – Appointment to Seneca Metropolitan Housing Authority (Troy McKee, Jr.) - *Referred to Personnel and Labor Relations Committee*

Mayor's Request for Legislation #22-30 – Appointment to Planning Commission (Mikki King)
Referred to Personnel and Labor Relations Committee

Mayor's Request for Legislation #22-31 – Appointment to Investment Advisory Committee (JoAnn King)
Referred to Personnel and Labor Relations Committee

Finance Director's Request for Legislation #F22-33 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Street and Park Budgets (\$11,387.00 + \$2,905.60).

On file in Clerk of Council's office; legislation prepared under Ord. 22-73.

Finance Director's Request for Legislation #F22-34 to amend the 2022 Budget Ordinance 21-105 to appropriate additional funds into the Gen Admin Contractual Services Budget (\$4,378.32).

On file in Clerk of Council's office; legislation prepared under Ord. 22-74.

ORAL COMMUNICATIONS: None.

MOTIONS: None.

RESOLUTIONS:

Resolution 22-22, introduced by Steve Lepard and read for the second time.

RESOLUTION AUTHORIZING THE MAYOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION (OPWC) REVOLVING LOAN PROGRAM FOR STREET RESURFACING IN 2023, TO EXECUTE CONTRACTS AS REQUIRED, AND DECLARING AN EMERGENCY.

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Resolution 22-24, introduced by Daniel Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S APPOINTMENT OF JACK BOUR TO SERVE A TERM ON THE CIVIL SERVICE COMMISSION FROM THE EFFECTIVE DATE OF THIS RESOLUTION UNTIL DECEMBER 31, 2026.

Councilmember Perry moved for passage; Councilmember Roessner seconded.

Roll call vote was taken and it was approved 7-0.

Resolution 22-25, introduced by Daniel Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S APPOINTMENT OF RANDY SCHWARTZ TO SERVE A TERM ON THE PLANNING COMMISSION FROM THE EFFECTIVE DATE OF THIS RESOLUTION UNTIL DECEMBER 31, 2023.

Councilmember Perry moved for passage; Councilmember Spahr seconded.

Roll call vote was taken and it was approved 7-0

Resolution 22-26, introduced by Steve Lepard and read for the first 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.

ORDINANCES:

Ordinance 22-70, introduced by Steve Lepard and read for the second time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$500.00 INTO THE COUNCIL PROFESSIONAL SERVICES BUDGET.

Ordinance 22-72, introduced by Cheyane Thacker and read for the first time.

ORDINANCE AUTHORIZING CITY ADMINISTRATOR TO PREPARE PLANS AND SPECIFICATIONS, ADVERTISE FOR AND RECEIVE BIDS, AND RECOMMEND AND EXECUTE CONTRACTS FOR THE CIRCULAR STREET AND CLINTON AVENUE TRAFFIC SIGNAL IMPROVEMENT PROJECT AND DECLARING AN EMERGENCY.

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

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

Ordinance 22-73, introduced by Steve Lepard and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$14,292.60 INTO THE STREET AND PARK BUDGETS.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Perry seconded.

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

Ordinance 22-74, introduced by Steve Lepard and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$4,378.32 INTO THE GEN ADMIN CONTRACTUAL SERVICES BUDGET.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Spahr seconded.

Discussion: Councilmember Jones asked for the reason about the reimbursement given during the Committee of the Whole be repeated; Mayor Iannantuono explained that this amount came from an overcharge by AEP's subcontractor and we have been reimbursed the funds.

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

OTHER BUSINESS:

President Boyle said that the Committees and Boards and Commissions assignments was being updated and sent out, but there were no major changes.

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City Administrator Thornton asked everyone to keep in mind one of our long-time Public Works employees who collapsed on the street while on the job and was sent via Life Flight to St. Vincent's in critical condition.

ADJOURNMENT: 8:03 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Monday, August 15, 2022 at 6:45 p.m. in Council Chambers. Attending were Councilmembers Ken Jones, Steve Lepard, Daniel Perry, Kevin Roessner, John Spahr, Jr., Vickie Wilkins, Cheyane Thacker and John Spahr, Jr. Also attending were Mayor Dawn Iannantuono, City Administrator Dale Thornton, Director of Finance Kathy Kaufman, Police Chief David Pauly and Director of Communications and Constituent Services Nick Dutro.

Mayor Iannantuono requested suspension of Ord. 22-72 for the Circular Street and Clinton Avenue Traffic Signal Improvement Project; Ord. 22-73 for an insurance reimbursement check received; and Ord. 22-74 for the charging stations refund.

Councilmembers were also reminded that Resolutions 22-24 and 22-25 were one-reading only.

Councilmember Jones asked for further details of the charging stations refund under Ord. 22-74. City Administrator Thornton explained that there was a change in supplier that we did not authorize, and they started to charge additional fees for the new supplier. These charges have been taken off, and they are refunding the money to us.

ADJOURNMENT: 6:47 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3876

SEPTEMBER 6, 2022 – REGULAR MEETING

Tiffin City Council met for its first 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: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Kevin Roessner (3rd Ward), Daniel Perry (4th Ward), Vickie Wilkins (At Large), Cheyane Thacker (At Large) and John Spahr, Jr. (At Large). Also attending were Mayor Dawn Iannantuono, City Administrator Dale Thornton, Director of Finance Kathy Kaufman, Fire Chief Rob Chappell, Police Chief David Pauly and Director of Communications and Constituent Services Nick Dutro.

MINUTES: The minutes for the August 15, 2022 Regular and Committee of the Whole Meetings were approved as written.

COMMITTEE REPORTS: No reports.

Councilmember Perry announced a Personnel & Labor Relations Committee meeting to be held Wednesday, September 14, 2022 at 4:30 p.m. in Council Chambers to discuss pay for City employees, Police Chief Pauly's request regarding requirements for sergeant and any other business that may come before them.

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

REPORTS OF THE OFFICERS

MAYOR DAWN IANNANTUONO:

Mayor Iannantuono opened her report by expressing her pleasure to see city employee Mike Tschanen sitting in the audience after the past couple of scary weeks with everyone worrying about him. She then introduced Fire Chief Rob Chappell, who announced that the department had received a FEMA Assistance to Firefighters Grant, which would allow for the purchase of two rapid intervention team packs that help others to aid a downed firefighter. One is for residential fires and the other for commercial building fires. The grant will cover 95% of the cost, with the City covering the other 5% which could be done out of this year's budget. He asked Council to pass the ordinance approving the purchase. He then proceeded to recognize those people who provided critical assistance on August 15th when city electrician Mike Tschanen suffered a heart attack while on the job. He pointed out that American Heart Association statistics show that only 9% of the people who suffer a heart attack outside of a hospital make it to a hospital discharge, and just 7% make it to a good functional status after discharge. He said things fell into place perfectly for him to have the best chance. The other electrician Steve Clouse called 911 and a citizen, Nancy Coffman, stopped and performed CPR until help arrived. Then within 2.5 minutes from the 911 call they had 5 paramedics and two additional EMTs on the scene and within 17 minutes full life support was performed. Chief Chappell recognized the following people for their role in saving Tschanen's life: Nancy Coffman received the Distinguished Citizen's Award for stopping and performing CPR on him; Steve Clouse received a letter of appreciation for calling 911; Lanie French was recognized for her dispatch work; and Deputy Chief Mike Homan, Capt. Matt Palmer, Lt. Andrew Brose, Firefighter/Medic Matt Gebauer, Firefighter/Medic Keith Johnson and Firefighter/EMT Layne McNeal were all presented with the Tiffin Fire Rescue Division's Life Saving Award.

Mayor Iannantuono then presented a proclamation declaring September as Childhood Cancer Awareness Month. She presented the proclamation to four year old Connor Whaley and his parents Sarah and Brad. Sarah said that Connor was diagnosed with the most common form of childhood cancer, acute lymphoblastic leukemia. He has spent ten days inpatient, had eight blood transfusions, 15 surgeries, 31 inpatient chemo treatments along with countless chemo treatments at home. Treatment takes two-three years, so they are hoping to ring the bell in summer of 2023.

Mayor Iannantuono introduced Destination Seneca County for their annual presentation to Council. Executive Director Bryce Riggs introduced Director of Internal Operations Deb Martorana and Stakeholder Relations and Marketing Manager Director Marisa Stevens from his team. Riggs said that up until last year their only funding source was the County Commissioners bed tax which was around \$150,000. Last year the City of Tiffin added their support of around \$25,000. He said he thought the return on investment for those bed tax dollars was significant. He noted that the quarterly bed taxes have increased every quarter for the past year. He reported that

the focus has been on establishing and strengthening relationships. A Tourism Council was started, and for the first time in more than 20 years the Chamber and Destination Seneca County went through a strategic planning process, bringing all the stakeholders together. They are telling the story of our community and building relationships with the community through marketing and partnerships. Relations with both universities has been strengthened by building relationships through Town & Gown with parents, grandparents and those who come to our community and see the flags that we have put up for Welcome Back Weekend, homecomings and graduations showing that we are inviting and they are welcome here. He said he attended the Ohio Tourism Day for the first time in their organization's history past out information on what is going on in our area. They have also been very involved with the Ohio Travel Association and found out that day that they are a finalist for a statewide award. Riggs congratulated Marisa Stevens, who will be a graduate of the Ohio Tourism Academy in October, as he did last October. They focus on both Leisure Travel, where you give people information and they go explore, and Group Travel where they put together a more focused itinerary for them. We are fortunate to have three breweries, with a fourth on the way, so earlier this year they launched the Brewery Tour and so far they have completed 113 tours with a minimum total spend of \$4,362 tracked. Geocaching has really taken off, and have the only trail in Northwest Ohio. To date the county has 162 completes. With geocaching we were selected to host the statewide Geocache Festival in 2023, when we will have about 500 geocachers here. Riggs introduced Marisa Stevens to cover the Marketing and Group Travel sections. Stevens said that prior to Riggs' coming into the role, many people even locally did not know that Destination Seneca County represented it, and they have really tried to push their marketing efforts to build up that brand to not only attract people but also serve as a resource for the residents of Tiffin and Seneca County. Social media via Facebook, Instagram and the weekly page have all increased in reach over last year. For their website they have written 57 blogs through August, and they have had over 65,000 website visits, which is almost a 63% increase over the same period last year. They also recognized that the website was outdated and not an enjoyable website, so they improved the experience with the look and the different features available. They added a 24/7 Chat box that pops up for questions and they get notifications so they can respond. They also overhauled the Community Calendar merging both the Chamber and Destination calendars. There will also be a annual physical Visitors Guide hand-delivered to over 85 local locations, along with a third party who will put them at different turnpike locations. Destination Seneca County does not host events but promotes their partners and the events that are already happening and capturing the moment. Destination Seneca County has partnered with the City of Tiffin for the kiosks, downtown Tiffin maps, the City of Tiffin photo shoot, the Tiffin Birthday Party and Bicentennial activities. As for Group Travel, five bus tours have been completed in 2022, and they have had repeat customers and rave reviews. They also have additional leads and plans for 2023. Regarding the economic impact of tourism on the community, Stevens said that a recent group of 38 people from the Akron area had a tracked total economic impact of \$4,454, or \$117 per person spent in the community. They are getting more leads by attending more travel shows and creating relationships across the industry. Councilmember Perry expressed his appreciation for all they do and said it was much needed for Seneca County, bringing people to town who otherwise would have never come, and making it happen rather quickly. Mayor Iannantuono said she has been amazed to hear about the full hotels and that we could use more; Riggs pointed out that they are even being sold out during the week, not just weekends. Riggs thanked Council for its contribution in funds and said they are working on a few more partnerships. Mayor Iannantuono that their success is showing by the fact that their membership is growing. Councilmember Thacker asked how their new Chat feature was handled; Stevens explained that they get a BOT message to their emails and they can respond within a very short time.

Events:

- Trick or Treat will be held Sunday, October 30 from 3:00-5:00 p.m.
- The TSEP Main Street Celebration and Downtown Summit will be held Thursday the 8th.
- The Farmers Market will be downtown on Saturday, September 10.
- The Flea Market will be held this weekend at the Fairgrounds.
- The Cross Country Carnival will be Saturday at Hedges-Boyer Park.
- Saturday she will read a proclamation naming September 10, 2022 as Shelbi Schroth Day during the celebration in her memory at Oakley Park.
- The 9/11 Memorial Service will be Sunday, September 11 at the All Patriots Memorial.
- Safety Week will begin September 12 at Lincoln School.
- The ribbon cutting for the All Inclusive Playground at Hedges-Boyer Park is scheduled for Thursday, September 29 at 3:30 p.m.
- The Pizza Party will be held downtown on September 15 from 5:30-8:30 p.m.
- The Heritage Festival is September 16-18, with the parade on Saturday.

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Councilmember Jones asked about the logs and the build-up on the bridges at Perry and Washington Streets. He said he saw three city employees and heard chain saws, but he thought a few years he had been told that we couldn't touch them. Mayor Iannantuono said that Public Works, when they can and it is safe, will go down and help. However, they cannot do the viaducts.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF LAW BRENT T. HOWARD: No report.

WRITTEN COMMUNICATIONS:

Mayor's Request for Legislation #22-32 – Long Term Control Plan EQ Basin Project

Mayor's Request for Legislation #22-33 – Long Term Control Plan Main Interceptor Project

Mayor's Request for Legislation #22-34 – Long Term Control Plan Benner Street Interceptor Project

Mayor's Request for Legislation #22-35 – Long Term Control Plan Inflow Reduction CSO Basin 9,10,11,12 & 15 Project

Mayor's Request for Legislation #22-36 – EPA Mandated Long Term Control Plan

The above Requests for Legislation were referred to the Streets, Sidewalks & Sewers Committee

Mayor's Request for Legislation #22-37 – Appointment to Fair Housing Board (Nancy Bailey)

Mayor's Request for Legislation #22-38 – Appointment to the Sewer Review Board (Scott Daniel)

Mayor's Request for Legislation #22-39 – Appointment to the Sewer Review Board (Jeff Kuhn)

The above Requests for Legislation were referred to the Personnel & Labor Relations Committee

Mayor's Request for Legislation #22-40 – Extension of contract with Rumpke Consolidated Companies, Inc.

Referred to Law & Community Planning Committee

Finance Director's Request for Legislation #F22-35 to amend the 2022 Budget Ordinance 21-105 to appropriate additional funds into the Court Contractual Obligations Budget (\$26,182.14).

On file in Clerk of Council's office; legislation prepared under Ord. 22-75.

Finance Director's Request for Legislation #F22-36 to amend the 2022 Budget Ordinance 21-105 to appropriate funds in the Combined Sewer Engineering Services expense line (\$100,000.00).

On file in Clerk of Council's office; legislation prepared under Ord. 22-76.

Finance Director's Request for Legislation #F22-37 to amend the 2022 Budget Ordinance 21-105 in order to allow for additional funds to be appropriated in the budget for the Indigent Driver's Alcohol Treatment Fund and approve the transfer of \$60,000 to the Municipal Court Probation fund.

On file in Clerk of Council's office; legislation prepared under Ord. 22-78.

Finance Director's Request for Legislation #F22-38 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Fire FEMA Asst. to FF Grant Budget.

On file in Clerk of Council's office; legislation prepared under Ord. 22-77.

Finance Director's Request for Legislation #F22-39 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Street and Park Budgets.

On file in Clerk of Council's office; legislation prepared under Ord. 22-794.

ORAL COMMUNICATIONS: None.

MOTIONS: None.

RESOLUTIONS:

Resolution 22-22, introduced by Steve Lepard and read for the third time.

RESOLUTION AUTHORIZING THE MAYOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION (OPWC) REVOLVING LOAN PROGRAM FOR STREET RESURFACING IN 2023, TO EXECUTE CONTRACTS AS REQUIRED, AND DECLARING AN EMERGENCY.

Councilmember Lepard moved for passage; Councilmember Spahr seconded.

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

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Resolution 22-26, introduced by Steve Lepard 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.

Resolution 22-27, introduced by Daniel Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S APPOINTMENT OF TROY "TJ" MCKEE TO SERVE A TERM ON THE SENECA METROPOLITAN HOUSING AUTHORITY FROM THE EFFECTIVE DATE OF THIS RESOLUTION UNTIL DECEMBER 31, 2027.

Councilmember Perry moved for passage; Councilmember Roessner seconded.

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

Resolution 22-28, introduced by Daniel Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S APPOINTMENT OF MIKKI KING TO SERVE A TERM ON THE PLANNING COMMISSION FROM THE EFFECTIVE DATE OF THIS RESOLUTION UNTIL DECEMBER 31, 2025.

Councilmember Perry moved for passage; Councilmember Wilkins seconded.

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

Resolution 22-29, introduced by Daniel Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S APPOINTMENT OF JOANN KING TO SERVE A TERM ON THE INVESTMENT ADVISORY COMMITTEE FROM THE EFFECTIVE DATE OF THIS RESOLUTION UNTIL DECEMBER 31, 2025.

Councilmember Perry moved for passage; Councilmember Wilkins seconded.

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

ORDINANCES:

Ordinance 22-70, introduced by Steve Lepard and read for the sthird time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$500.00 INTO THE COUNCIL PROFESSIONAL SERVICES BUDGET.

Councilmember Lepard moved for passage; Councilmember Roessner seconded.

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

Ordinance 22-75, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$26,182.14 INTO THE COURT CONTRACTUAL OBLIGATIONS BUDGET.

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

Discussion: Councilmember Jones asked if this money was a portion of what we owed the judges for the past six months. Director of Finance Kaufman stated that it was for assigned judges for the period of July 1, 2021 to June 30, 2022. Director of Law explained that the municipal judge was paid by both local and state shares. This moves the money from Wages to Contractual Services as billed by the Ohio Supreme Court.

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

Ordinance 22-76, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$100,000.00 INTO THE COMBINED SEWER ENGINEERING SERVICES EXPENSE LINE.

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

Discussion: Councilmember Jones noted that we were spending \$100,000 on basins 24 and 30 and asked where they were located. Director of Finance Kaufman said City Engineer Watson had explained to her that they were at Charlotte and Front Streets and at the downtown area of Schonhardt Street.

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

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Ordinance 22-77, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$7,690.47 INTO THE FIRE FEMA ASST. TO FF GRANT FUND TO PURCHASE TWO RAPID INTERVENTION TEAM AIR PACKS.

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

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

Ordinance 22-78, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING BUDGET ORDINANCE 21-105 TO TRANSFER \$60,000.00 FROM THE INDIGENT DRIVERS ALCOHOL TREATMENT FUND TO THE MUNICIPAL COURT PROBATION SERVICES FUND.

Discussion: Councilmember Perry asked about the reason for this transfer. Director of Law Howard explained that per the corresponding Revised Code section regarding the uses of this fund, the procedure is that if there is a surplus, the judge must consult with the Mental Health and Recovery Services Board to allow for funds to be repurposed into others such as the Probation Fund.

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

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

Ordinance 22-79, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$4,245.50 INTO THE STREET DEPARTMENT BUDGET FOR TRAFFIC LIGHTS AND \$4,528.68 INTO THE PARK DEPARTMENT BUDGET FOR CONSTRUCTION.

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

Discussion: City Administrator Thornton explained that there was an accident at Hedges-Boyer Park and these funds are from an insurance reimbursements.

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

Ordinance 22-80, introduced by Steve Lepard and read for the first time.

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

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Perry seconded.

Discussion: Councilmember Perry said he thought it was awesome to see the collaboration of these forces.

Councilmember Lepard moved for suspension of the three-reading rule and passage; Councilmember Perry seconded.

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

OTHER BUSINESS:

Councilmember Lepard encouraged the four new councilmembers to contact the City Engineer for a copy of the Long Term Control Plan, as it would be very helpful, especially for those on the Streets, Sidewalks and Sewers Committee.

Councilmember Lepard announced a Law & Community Planning Committee meeting on Monday, September 19, 2022 at 6:00 p.m. in Council Chambers to discuss Mayor's Request for Legislation #22-40 regarding the extension to the contract with Rumpke and any other business that may come before them.

Councilmember Roessner announce a Finance Committee meeting on Tuesday, September 13 2022 at 5:15 p.m. in Council Chambers to discuss Mayor's Request for Legislation #22-19 regarding a grant through H2Ohio and any other business that may come before them.

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Councilmember Thacker announced a Streets, Sidewalks and Sewers Committee meeting on Monday, September 12 at 5:15 p.m. in Council Chambers to discuss Mayor's Requests for Legislation 22-32, 22-33, 22-34, 22-35 and 22-36 regarding Long Term Control Plan projects, and any other business that may come before them.

ADJOURNMENT: 8:19 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3882

COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Tuesday, September 6, 2022 at 6:45 p.m. in Council Chambers. Attending were Councilmembers Ken Jones, Steve Lepard, Daniel Perry, Kevin Roessner, John Spahr, Jr., Vickie Wilkins and Cheyane Thacker. Also attending were Mayor Dawn Iannantuono, City Administrator Dale Thornton, Director of Finance Kathy Kaufman, Fire Chief Rob Chappell, Police Chief David Pauly and Director of Communications and Constituent Services Nick Dutro.

Mayor Iannantuono requested suspension of Ord. 22-75 for the transfer of funds for Municipal Court fees; Ord. 22-76 for additional costs for the Combined Sewer Engineer Services expense line; Ord. 22-77 for the prompt purchase of fire equipment under a FEMA grant; Ord. 22-78 to move funds for the Municipal Court Probation Fund; and Ord. 22-79 for insurance reimbursements for damage to a pole and a donation for the Parks Department; and Ord 22-80 for the mutual aid agreement with the Tiffin Police Department.

Mayor Iannantuono said it had been brought to her attention that it has been four years since Council looked at the payroll for the Director of Law, the Mayor and Councilmembers, and that there was not a problem in doing it because it would not affect any of them since it only goes into effect if they are re-elected. They would not be voting themselves a raise. It would be up to the committee to decide. *President Boyle assigned the matter to the Personnel & Labor Relations Committee.*

Director of Law Howard explained that the deadline is five days before filing the nominating petition/declaration of candidacy for Mayor, Director of Law and City Council, so there should be plenty of time because that would not be until late January. Typically it would be handled during the fall term. Also, it would be read three times and passage must be 30 days prior to the deadline.

Mayor Iannantuono also asked Finance Committee Chair Roessner to handle the prior Mayor's Request for Legislation 22-19 from May regarding the H2Ohio 100% grant for Hedges-Boyer Park that had not yet been covered. She also said that ODOT would like more current legislation for the bridge inspection program which is at no charge to the City, and Director of Law Howard had offered to prepare it for the September 19 meeting or it could be sent to committee. With no objection, it was decided that the Director of Law could proceed with the legislation. Howard explained that the agreement had been re-upped multiple times before, the last time in 2019.

Councilmembers Thacker, Roessner and Perry determined dates and times for their corresponding committee meetings to be announced during the regular meeting.

ADJOURNMENT: 6:58 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

SEPTEMBER 19, 2022 – 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: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Kevin Roessner (3rd Ward), Daniel Perry (4th Ward), Vickie Wilkins (At Large), Cheyane Thacker (At Large) and John Spahr, Jr. (At Large). Also attending were Mayor Dawn Iannantuono, Director of Finance Kathy Kaufman, Police Chief David Pauly and Director of Communications and Constituent Services Nick Dutro.

MINUTES: The minutes for the September 6, 2022 Regular and Committee of the Whole Meetings were approved as written.

COMMITTEE REPORTS:

Councilmember Roessner reported that the Finance Committee met on September 13, 2022 in Council Chambers. The meeting was called to order at 5:15 pm. Attending were committee members Cheyane Thacker, Steve Lepard, John Spahr, and Kevin Roessner. Also attending were Mayor Dawn Iannantuono, Director of Law Brent Howard, City Administrator Dale Thornton and Parks Director Bryce Kuhn. The purpose of this meeting was to review and discuss Mayor's Request for Legislation #21-19, regarding a grant, through H2Ohio for Hedges-Boyer Park and any other business to come before the committee. Bryce provided a summary of the area concerned, which included about 5-6 acres and a hill near Rock Creek. He noted that there is a history of erosion along the creek bank and flooding in this area. The objective is to enter into an agreement with H2Ohio and soil conservation for a grant to fund educational wetlands. Some examples of current uses presented are: a launching point for 4th of July fireworks, the cross country carnival path, and sledding in the winter. Some future options include wildflowers, wildlife habitat, and other various wetland options. Once an agreement is entered, design could begin in 2023 and the build in 2024. Educational signage would be placed in the affected area. The exact size of the grant was not known at the time of this meeting. He noted the deed needs to reflect the educational use of the area. He also noted maintaining the city council's 3 reading rule will still allow enough time for him to move forward. Steve Lepard commented this is a good use and educational tool for the park. Steve Lepard motioned to accept the request as written concerning the Mayor's request for a grant through H2Ohio for Hedges-Boyer Park, and it was seconded by John Spahr. The motion was approved 4-0. Seeing no other business, the meeting adjourned at 5:24 pm.

Councilmember Thacker reported that a Street, Sidewalk and Sewer Committee meeting was held September 12, 2022 at 5:15 P.M. in the Tiffin City Hall Council Chambers. Attending were committee members Cheyane Thacker, Kenneth Jones, Kevin Roessner, and Steven Lepard, along with City Engineer Matt Watson, City Law Director Brent Howard, Mayor Dawn Iannantuono, and City Administrator Dale Thornton. Thacker called the meeting to order and stated the purpose of the meeting was to discuss the Mayor's Request for Legislation 22-32, 22-33, 22-34, 22-35, 22-36, and any other business presented. Watson informed the committee of the Long Term Control Plan approved by the Ohio EPA for the sanitary sewer system, which includes the separation of combined sewers in the City and other improvements, and provided a map of the projects, along with a schedule of these projects that are required by the Ohio EPA. These projects include the following: Equalization (EQ) Basin Project, Main Interceptor Project, Benner Street Interceptor Project, Inflow Reduction CSO Basin 9, 10, 11, 12, & 15 Project, among other future projects, additionally EPA Mandated Long Term Control Plan Implementation Assistance. All of these large projects must be started and completed in the next several years due to our long term control plan approved by the Ohio EPA. The purpose of the long term control plan is to reduce the amount of sewer overflow events to the Sandusky River and nearby creeks. The City is required by the EPA to reduce to four overflow events per typical year. Currently, hundreds of overflow events happen in a typical year. For the purpose of clarification, in these minutes the projects have been numbered. For all projects, the City will apply for grants to offset the high costs of these projects. Project One: The EQ Basin - The EQ Basin has a 10.5 million gallon capacity. The EQ Basin is a holding tank that increases the capacity of the sewage treatment plant. The project has a permit to install (PTI) submittal deadline of June 1, 2024 to the Ohio EPA for their review and approval. Construction would start in 2025 to be completed by July 1, 2026. This project has an estimated cost of 40 million dollars for design and construction. Lepard motioned to approve Mayor's request for legislation 22-32 authorizing the city administrator to solicit RFQs for design services for the EQ Basin Project. Roessner seconded the motion.

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Jones asked if the basin was gravity fed into the plant. Watson said that was the intention, but design plans have not been made. The motion passed 4-0. Project Two: Main Interceptor Project - The main interceptor is located at Riverside Drive and Jefferson Street across the river to Water Street, following the river North to the plant. The plan proposes to install a dual 30-36 inch line to double the capacity of the conveyance of sewage to the EQ Basin and to the plant. The project has a permit to install (PTI) submittal deadline of June 1, 2025 to the Ohio EPA for their review and approval. Construction would start in 2026 to be completed by July 1, 2028. This project has an estimated cost of just over 19 million dollars for design and construction. Lepard motioned to approve Mayor's request for legislation 22-33 authorizing the city administrator to solicit RFQs for design services for the Main Interceptor Project. Roessner seconded the motion. The motion passed 4-0. Project Three: Benner Street Interceptor Project - The Benner Street interceptor is a new proposed line as part of the Long Term Control Plan that runs along Benner Street. The line for the properties along Benner Street is down in the bed of the River. This plan would divert those lines to the road instead and better convey the sewage to the main interceptor. The project has a permit to install (PTI) submittal deadline of June 1, 2025 to the Ohio EPA for their review and approval. Construction would start in 2026 to be completed by July 1, 2028. This project has an estimated cost of 35 million dollars for design and construction. Lepard motioned to approve Mayor's request for legislation 22-34 authorizing the city administrator to solicit RFQs for design services for the Benner Interceptor Project. Roessner seconded the motion. The motion passed 4-0. Project Four: Inflow Reduction CSO Basin 9, 10, 11, 12, & 15 Project (Phase 1) - The project will help to separate stormwater and sewage lines along the Benner Street Interceptor Project. This will help to reduce the amount of water going to the plant by pushing stormwater to the river. The project has a permit to install (PTI) submittal deadline of June 1, 2025 to the Ohio EPA for their review and approval. Construction would start in 2026 to be completed by July 1, 2029. This project has an estimated cost of 22 million dollars for design and construction. Lepard motioned to approve Mayor's request for legislation 22-35 authorizing the city administrator to solicit RFQs for design services for the Inflow Reduction CSO Basin 9, 10, 11, 12, & 15 Project (Phase 1) Project. Jones seconded the motion. The motion passed 4-0. Project Five: EPA Mandated Long Term Control Plan Implementation Assistance - Because of the size and specificity of these projects, extra assistance is necessary. A consultant would help with getting grants and loans to offset the cost, talking with the EPA and be a middle person to negotiate with them, reviewing plans for the projects, keeping track of inflation for project costs. A consultant would have an estimated cost of \$65,000.00 per year. Lepard motioned to approve Mayor's request for legislation 22-36 authorizing the city administrator to solicit RFQs for the EPA Mandated Long Term Control Plan implementation assistance. Roessner seconded the motion. The motion passed 4-0. To ensure we can account for all of the costs associated with the Ohio EPA Mandated Long Term Control Plan in our budget for next year, Watson requested that all legislation include an emergency for the approval of Mayor's requests for legislation 22-32, 22-33, 22-34, 22-35, and 22-36. Roessner moved to add the emergency to aforesaid legislation. Lepard seconded the motion. The motion passed 4-0. Lepard left the meeting for another meeting. After discussion of the Ohio EPA Mandated Long Term Control Plan, the committee discussed the ODOT Bridge Inspection Program. Bridges are required to be inspected annually, with the exception of a few that can be inspected every other year. ODOT has a program to inspect bridges and solicit RFQs for these inspections. ODOT pays for all costs associated with the inspections. Roessner motioned to direct the Law Director to prepare legislation to enter into the agreement with ODOT for Bridge Inspections and declaring an emergency. Jones seconded the motion. The motion passed 3-0. With no further business the committee adjourned at 6:20 P.M. Respectfully Submitted, Cheyane Thacker, Chairperson

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

REPORTS OF THE OFFICERS

MAYOR DAWN IANNANTUONO:

Mayor Iannantuono read a Mayoral Proclamation recognizing September as Deaf Awareness Month and September 19-25 as International Week of Deaf People 2022.

The Mayor thanked the many volunteers who worked Safety Week teaching almost 900 Tiffin City and Calvert K-3 students at the Lincoln Pre-K Building about fire, walking and bike safety: Tiffin Police Department Sgt. Jared Watson, Lt. Jake DeMonte, Ofc. Chris Perry, Ofc. Doug Skornica and his dog Scout, Ofc. Jordan Moore, and Tiffin Fire Department's firefighter/medic Travis Staley (aka Stay Low the Clown), Lt. Matt Gray, firefighter/medic Matt Bauer, and firefighter/medic Nick Houston. They had their core group of volunteers who help every year and have all gone through the Citizens Police Academy. There were also 95 parent and grandparent volunteers who came in to work with their children. She also thanked sponsors Tiffin Area Safety Council, Subway of Tiffin and Kiwanis Club of Seneca County. She thanked a very special group of young people

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from Heidelberg University's men's baseball team for their help in setting up and the ladies softball team for tearing down so quickly.

Mayor Iannantuono then read a proclamation and bestowed the Mayor's Award on Sgt. Jared Watson of the Tiffin Police Department in recognition of his dedication to the safety of Tiffin's citizens through the creation and organization of Safety Week and the Citizens Police Academy, which are both celebrating their 10th year. She thanked him for his service, outreach to the community and willingness to go beyond the call of duty for the benefit of our citizens.

The Mayor said she had been busy doing a spot on WTTF, a ribbon cutting at the Heidelberg University's Berg Bistro 1850, doing five proclamations including the two tonight, including kicking off the Heritage Festival and the United Way Fundraiser. She judged her first Heritage Festival pageant. She said she had a great time at the Pizza Party and sported a special Bryce Riggs shirt that night. She was in the Chamber-sponsored Heritage Parade and tapped her first beer keg at the German Village. She was also at the controlled burn with the Tiffin Fire Department and got to see the drones' capability at work and seeing through the smoke at night. The gentlemen from Tiffin University explained that the drones now have farm capabilities where they can actually plant the seeds, spread insecticide, hauling 95-150 lbs.

Events:

- Ribbon cutting at T.J. Willies on September 21.
- Recovery Walk at Hedges-Boyer Park will be held September 24, and she will read a proclamation there.
- Wednesday, September 26 members of City Council and the City Administration will get a tour of the Rumpke Recycling Center.
- September 27th she will be in Bowling Green to meet with other Northwest Ohio mayors.
- The ribbon cutting for the All Inclusive Playground at Hedges-Boyer Park will be Thursday, September 29 at 3:30 p.m.
- Saturday, October 1 Max's Miles will be held at Hedges-Boyer Park.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN:

Director of Finance Report for the month ending:	AUGUST 31, 2022
Total Receipts for the month:	\$3,814,601.76
Total Expenses for the month:	\$3,130,637.24
The General Fund unencumbered balance:	\$5,097,184.27

The income tax receipts for August 2022 were \$897,792.54. The total annual increase in income tax collections for August 2022 compared to August 2021 is \$12,401.95. Year to date income tax receipts are up 13.05%.

The .25% portion of income tax receipts that was transferred into fund 215 for public streets for August 2022 is \$110,828.29.

In August the City received the second half real estate tax revenue check from the County. The amount deposited into General Fund was \$401,009.67.

On Monday, September 12, 2022 Sewer Revenue will be certifying invoices more than 90 days past due to the County Auditor. The last day for customers to pay on these past due invoices was August 31, 2022. The assessments are over \$394,201.76. Also, Sidewalks and Mowing assessments will be sent to the County on or before September 12, 2022.

The unexpended balance for all funds is **\$36,722,583.67**, which is the same as the bank balances for the same time period.

Councilmember Jones KJ asked about six outstanding checks on the Bank Reconciliation that were over one year old. Director of Finance Kaufman explained that an annual report is given to Council when all outstanding checks are over one year old. Contact is made with the owners prior to this. Jones also asked about a check issued three

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weeks prior to the IRS for \$167,000; Kaufman explained that it was for Federal withholding and City Medicare match.

Councilmember Roessner moved to accept the August financial report as presented, as well as the bank reconciliations emailed to Council; Councilmember Perry seconded. On a voice vote, motion was approved 7-0.

DIRECTOR OF LAW BRENT T. HOWARD:

Director of Law Howard explained that new Ord. 22-81 was for approval of the City's participation in the ODOT Bridge Inspection Program, which is at no cost to the City. In large part it was prepared because they require it, and as a part of that they include the Scope of Services under Exhibit A, an ODOT-prepared list of general inspection services. It is almost virtually identical to the last time Council approved a similar ordinance. The general concept is that they are going to inspect all of our bridges and determine their load ranges and ratings for us to use for future repairs and replacements.

WRITTEN COMMUNICATIONS:

Mayor's Request for Legislation #22-41 – Easement from Heidelberg University for storm sewer installation.

Referred to Streets, Sidewalks & Sewers Committee

Finance Director's Request for Legislation #F22-40 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Police Budget (\$10,000.00 + \$10,000.00).

On file in Clerk of Council's office; legislation prepared under Ord. 22-82.

Ohio Division of Liquor Control Notice – Dunlap Bros., Inc. dba T.J. Willies, Application for Change of Stock Ownership.

Referred to Streets, Sidewalks and Sewers Committee

ORAL COMMUNICATIONS: None.

MOTIONS: None.

RESOLUTIONS:

Resolution 22-26, introduced by Steve Lepard and read for the third 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.

Councilmember Lepard moved for passage; Councilmember Spahr seconded.

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

Resolution 22-30, introduced by Daniel Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S APPOINTMENT OF NANCY BAILEY TO SERVE A TERM ON THE FAIR HOUSING BOARD FROM THE EFFECTIVE DATE OF THIS RESOLUTION UNTIL DECEMBER 31, 2023.

Councilmember Perry moved for passage; Councilmember Thacker seconded.

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

Resolution 22-31, introduced by Daniel Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S APPOINTMENT OF SCOTT DANIEL TO SERVE A TERM ON THE SEWER REVIEW BOARD FROM THE EFFECTIVE DATE OF THIS RESOLUTION UNTIL DECEMBER 31, 2023.

Councilmember Perry moved for passage; Councilmember Thacker.

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

Resolution 22-32, introduced by Daniel Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S APPOINTMENT OF JEFF KUHN TO SERVE A TERM ON THE SEWER REVIEW BOARD FROM THE EFFECTIVE DATE OF THIS RESOLUTION UNTIL DECEMBER 31, 2024.

Councilmember Perry moved for passage; Councilmember Spahr seconded.

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

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ORDINANCES:

Ordinance 22-81, introduced by Cheyane Thacker and read for the first time.

ORDINANCE APPROVING THE CITY'S PARTICIPATION IN THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) BRIDGE INSPECTION PROGRAM SERVICES, PID NO. 117554, AND DECLARING AN EMERGENCY.

Councilmember Thacker moved for suspension of the three-reading rule and passage with Exhibit A, Scope of Services by ODOT; Councilmember Roessner seconded.

Roll call votes were taken on suspension of the three-reading rule and passage, and each was approved 7-0.

Ordinance 22-82, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$20,000.00 INTO THE POLICE BUDGET FOR THE PURCHASE OF BODY WORN CAMERAS AND A NEW IN-CAR SYSTEM.

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

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

Ordinance 22-83, introduced by Cheyane Thacker and read for the first time.

ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH A PROFESSIONAL DESIGN FIRM FOR CONSULTING SERVICES AND PREPARATION OF THE ENGINEERING AND DESIGN FOR CONSTRUCTION OF AN EQUALIZATION BASIN AS A PART OF THE CITY'S SANITARY SEWER LONG-TERM CONTROL PLAN, AND DECLARING AN EMERGENCY.

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

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

Ordinance 22-84, introduced by Cheyane Thacker and read for the first time.

ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH A PROFESSIONAL DESIGN FIRM FOR CONSULTING SERVICES AND PREPARATION OF THE ENGINEERING AND DESIGN FOR CONSTRUCTION OF THE MAIN INTERCEPTOR AS A PART OF THE CITY'S SANITARY SEWER LONG-TERM CONTROL PLAN, AND DECLARING AN EMERGENCY.

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

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

Ordinance 22-85, introduced by Cheyane Thacker and read for the first time.

ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH A PROFESSIONAL DESIGN FIRM FOR CONSULTING SERVICES AND PREPARATION OF THE ENGINEERING AND DESIGN FOR CONSTRUCTION OF THE BENNER INTERCEPTOR AS A PART OF THE CITY'S SANITARY SEWER LONG-TERM CONTROL PLAN, AND DECLARING AN EMERGENCY.

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

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

Ordinance 22-86, introduced by Cheyane Thacker and read for the first time.

ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH A PROFESSIONAL DESIGN FIRM FOR CONSULTING SERVICES AND PREPARATION OF THE ENGINEERING AND DESIGN FOR CONSTRUCTION OF THE INFLOW REDUCTION CSO BASIN 9, 10, 11, 12, 13 & 15 IMPROVEMENTS AS A PART OF THE CITY'S SANITARY SEWER LONG-TERM CONTROL PLAN, AND DECLARING AN EMERGENCY.

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

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

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Ordinance 22-87, introduced by Cheyane Thacker and read for the first time.

ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH A PROFESSIONAL DESIGN FIRM FOR ENGINEERING, DESIGN AND CONSULTING SERVICES FOR THE IMPLEMENTATION OF THE CITY'S SANITARY SEWER LONG-TERM CONTROL PLAN, AND DECLARING AN EMERGENCY.

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

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

Ordinance 22-88, introduced by Kevin Roessner and read for the first time.

ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE H2OHIO PROGRAM FOR THE DEVELOPMENT OF AN EDUCATIONAL WETLANDS AT HEDGES-BOYER PARK, TO EXECUTE CONTRACTS AS REQUIRED, AND DECLARING AN EMERGENCY.

Ordinance 22-89, introduced by Cheyane Thacker and read for the first time.

ORDINANCE ADOPTING A DISPUTE RESOLUTION AND ADMINISTRATIVE CLAIMS PROCESS FOR THE CITY'S LPA PROJECTS, AND DECLARING AN EMERGENCY.

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

Discussion: Director of Law Howard explained that the matter came up mid-week after the Streets, Sidewalks and Sewers Committee meeting, when the City Engineer was in contact with ODOT regarding LPA projects. Federal money flows through ODOT for the paving of the Ella Street Bridge. One rule is to have a dispute resolution process in place between the contractor and the City in order to avoid litigation. In the past we have had a similar process, and since they wanted a more formal approval Councilmember Thacker agreed to introduce this ordinance which follows ODOT's format. The urgency is because LPA projects are already in process.

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

OTHER BUSINESS:

Councilmember Thacker asked the member of the Streets, Sidewalks and Sewers Committee had any objections to the Ohio Division of Liquor Control notice regarding T.J. Willies or if they wanted to request a hearing.

Councilmember Jones said he wanted public input. Councilmember Thacker noted that in this specific instance this was just a transfer at a place where they already have access to a liquor license. Director of Law Howard explained that in these cases the Division of Liquor Control requires fingerprinting of new shareholders as well as background checks, which they evaluate. Our evaluation is regarding location, and T. T. Willies has been there for decades; years ago we granted easement for a right of way for a side door. There may be certain other cases where we might want additional input. Councilmember Thacker said that since Streets, Sidewalks and Sewers Committee members had no objection, she authorized the Clerk of Council to sign and return the notice as no hearing required.

Councilmember Thacker announced a Streets, Sidewalks and Sewers Committee meeting to be held on Monday, October 3, 2022 at 6:00 p.m. to discuss Mayor's Request for Legislation #22-41 regarding an easement from Heidelberg University for a storm sewer installation, and any other business that may come before it.

Councilmember Perry reported that at the last Personnel & Labor Relations Committee meeting on September 14 to discuss compensation for City Council, the Director of Law and the Mayor; it was decided to table the matter and bring it into Other Business to present facts for further discussion at a later meeting. He stated that salaries cannot be changed during their terms, so it would begin in 2024. Currently the Mayor's salary is \$73,030, the Director of Law \$55,000 and Councilmembers receive \$5,700. The discussion was if they thought that was fair compensation since roles have changed over the past several years due to 24/7 access. Also the Director of Law provides us with a lot of service for that money, so do we feel his salary should be raised. He would like to get something finalized by the December or the end November so that it can be ready the second week of January and read three times. President Boyle the salaries were very low for the time and effort involved in both roles, and it definitely needs to be revisited. Councilmember Jones asked if someone could do some research on comparative numbers based on population and compared to Fostoria, Findlay and Bowling Green. President Boyle noted how unique Tiffin is with regards to development and the changes impacted by the Mayor and Council and said it

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would be worth some research but they are not totally comparable. There are unique roles between these cities and unique situations, and we need to take into account what people did in the past and what others will do in the future. Councilmember Perry said the City Administrator had explained that there is a minimum amount for OPERS of \$700 per month, and Councilmembers are at \$5,700 per year. All seven seats are up for election. President Boyle asked if he intended to raise the issue under Other Business at the next meeting for group discussion before asking for legislation to be prepared and Perry agreed.

Councilmember Jones said he received a phone call from a concerned citizen not in the Second Ward re a Seneca Scanner posting about a lady with children walks on S. Washington St. between St. Francis Ave. and Cherry St. where there are no sidewalks, and she wanted to know what could be done about it. Jones said he would bring it up at the meeting and pass it along to the Fourth Ward councilmember.

Regarding sidewalks, he said he was hoping for a public meeting to discuss the sidewalk situation with regards to the 2023 budget. He said that another person had brought up the idea of using the \$100,000 in the budget for the Downtown Façade Enhancement Program and suggested it be looked at before the 2023 Budget is considered. He asked if there was another way to spend these funds, perhaps 50-50 with sidewalks. Mayor Iannantuono explained that it had not worked that way with the sidewalk program in the past. In designated areas community members can pay for sidewalks themselves or we can do it and put it on their taxes, so we have to have money available to do that and the \$100,000 is not going to work that way. That is why the City Engineer Matt Watson has come up with a different plan that we should discuss; he is talking more about a year or two out that we should warn the wards when it is going to hit them when we are doing streets because we are handicapping sidewalks. It should not hinder the Façade Enhancement Program that is bringing enormous development to the downtown. She asked former Mayor Aaron Montz what the exact amount we have raised over the years, and he stated that return on investment has averaged between 3.5-1 to a high of 7.5-1 per year. The Mayor said the downtown is thriving because of it. She said she understood Jones' concern but we need to be able to finance the sidewalks as well, and we do want to do it. We need to work with Engineer Watson and see what he recommends.

ADJOURNMENT: 8:14 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Monday, September 19, 2022 at 6:45 p.m. in Council Chambers. Attending were Councilmembers Ken Jones, Steve Lepard, Daniel Perry, Kevin Roessner, John Spahr, Jr., Vickie Wilkins and Cheyane Thacker. Also attending were Mayor Dawn Iannantuono, Director of Finance Kathy Kaufman, Police Chief David Pauly and Director of Communications and Constituent Services Nick Dutro.

Mayor Iannantuono requested suspension of Ords. 22-81, 22-82, 22-83, 22-84, 22-85, 22-86, 22-87 and 22-89, especially Ord. 22-87 in order to keep the process moving along and to have information for the budget. She asked that Ord. 22-88 be suspended at the next meeting on its second reading.

Director of Law Howard addressed committee reports, specifically with regards to Section 121.02, Rule 15, of the Codified Ordinances, stating that it was probably not being followed very well. The rule states “No report shall be delivered by any member in the name of any committee unless the committee or majority thereof shall have met and considered the matter reported upon.” He said that would seem to say that you have a committee meeting, you then have a follow up committee meeting to go over the minutes for the prior meeting and then have them approved for presenting to Council. Howard said that in his recollection that has never been done. What typically happens, and perhaps the rule could be revisited to make a change to make it workable, but the idea is that you do not want a committee chair who is doing the minutes to misrepresent or mischaracterize the minutes as to what happened at that meeting. Typically what has happened is that the committee chair will prepare the meeting minutes and give copies to the other committee members for their signature. They get a chance to review them on their own individually, not at a meeting, and almost 100% of the time they will say that is what happened and will sign it as part of the record. He said he thought that was a reasonable way. If there’s a problem with them and they do not want to sign, but the problem with them, they won’t sign them and maybe bring that up at the Council or committee meeting. Howard said he thought that was more of a workable way versus having to go back and meet again because it could be six months before the committee has another meeting. That is not good because you want to have follow up as soon as possible so that there is good continuity. He said he thought it was something that may need to revise Rule 15 by ordinance. In the meantime, Council has had signature lines for all the committee members, then before the meeting to make sure they are on board with it – these would not be meetings in violation of the Public Meeting Law – but they are each individually verifying that they are comfortable that those are an accurate representation of the important items of the meeting. Mayor Iannantuono asked if it was acceptable to email the committee minutes to everyone for prior information and then sign it at the meeting. Howard said yes, but he cautioned them not to “reply all” with their comments because that would be a violation of the Open Meeting Law. Councilmember Perry asked if going forward it could be brought up at the meeting when approving the minutes if someone feels something was mischaracterized in them and be corrected. Howard stated that he thought so because on a previous occasion, prior minutes were approved and then it was determined that that was inaccurate. What can be done is at a future regular meeting agree by motion that those minutes did not accurately reflect something that happened at the committee meeting, and the correction is part of the record. A notation is made that the Clerk was instructed to make the notation in the margin of the prior minutes so that if somebody was reading them they could see for correction to the minutes, go to the next meeting so that there is a clear record of what happened and not actually changing something that had already been approved.

Regarding liquor permit applications and renewals, Director of Law Howard explained that the Council President can refer them to whichever committee they choose, but often it is to the Streets Sidewalks and Sewers Committee because there is representation from all parts of the city. He said there are two types of notices Council receives: a new or transfer permit or at year-end there are renewals for all permits within the City. Council has a short time to respond and often times there will be a quick poll of committee members about whether there is a need to object and request a hearing; typically there is no objection. In this case there is a transfer of Dunlap Bros., Inc. of stock to a new owner. Sometimes it will be said that the committee has met and has no objections, but technically the committee has not met. If the committee had met, there would have been a properly called meeting, a notice and the public would have had a chance to come to a meeting and consider it. He said he thought what could be done, as in this case, is whichever committee gets it can ask at the end of the meeting under Other Business if any of the committee members have an interest in having a meeting to discuss the notice of a transfer, and if there is an interest in having a meeting it will be scheduled. If there is no interest

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you can ask if there is any objection to approving the notice with no hearing required. This is in a public meeting, you have discussed it and the public knows what is going on, and you have the Clerk sign and return it. Examples of how or why we would object include that the location of the establishment substantially and adversely interferes with public decency, sobriety, peace or good order of the neighborhood or the normal orderly conduct of a public institution; or there may be a saturation in the neighborhood such that the permit applied for would be detrimental to and substantially and empirically affect the morals, safety or welfare of the public, then you should hold a meeting. If you think there are problems, you should invite the Chief of Police who might have information on this location. Councilmember Jones asked if three subsequent meetings couldn't be announced for the same evening for the purpose of reviewing and approving the minutes of the prior meeting where the substantive business took place. Director of Law Howard said that would work.

Regarding the liquor permit notices, Councilmember Jones suggested letting the public know that it would be discussed at a certain time during the regular meeting, with 24 hour notice. Howard said it would be up to Council if they wanted a meeting for every one of these liquor permit notices.

ADJOURNMENT: 7:00 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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OCTOBER 3, 2022 – REGULAR MEETING

Tiffin City Council met for its first 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: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Kevin Roessner (3rd Ward), Daniel Perry (4th Ward), Vickie Wilkins (At Large), Cheyane Thacker (At Large) and John Spahr, Jr. (At Large). Also attending were Mayor Dawn Iannantuono, City Administrator Dale Thornton, Director of Finance Kathy Kaufman, Police Chief David Pauly and Director of Communications and Constituent Services Nick Dutro.

MINUTES: The minutes for the September 19, 2022 Regular and Committee of the Whole Meetings were approved as written.

COMMITTEE REPORTS:

Councilmember Lepard reported that a Law and Community Planning Committee meeting was held September 19, 2022 at 6:00 p.m. in City Council Chambers. The purpose of the meeting was to discuss the Mayor's Request for Legislation 22-40 Rumpke Contract Extension and any other business presented. Attending were committee members Steven Lepard, Dan Perry and Vickie Wilkins along with Director of Law Brent Howard, Council Members Cheyane Thacker and Kevin Roessner, City Administrator Dale Thornton who joined the meeting via phone. Mayor Dawn Iannantuono, Dan Iannantuono and Blake Austin representing Rumpke. City Administrator Thornton presented to committee members via e-mail an addendum to the Rumpke contract with the City of Tiffin for a two year period and a five year period, the current contract expires March 31, 2023. Also presented to the committee by City Administrator Thornton were local rates in the cities of Fremont, Bellevue, Fostoria and Findlay by various contractors including Rumpke. The proposals from Rumpke for the two year and five year contract are the same for the weekly residential trash service and curbside recycling every other week using 95 gallon totes at \$13.85 and \$4.09 per month. An additional trash cart is \$3.50 per month and an additional recycling cart is \$2.50 per month for both the two and five year contract. The difference between the contracts is the bag /sticker trash service is \$3.20 per bag 2 year contract vs. \$3.61 per bag 5 year contract. The bag/sticker every other week recycling charge is \$2.39 per unit, per month 2 year contract vs. \$3.11 per unit, per month on a 5 year contract. Monthly service pricing is subject to standard fuel surcharge. Price increases in years 2-5 will be subject to an annual CPI increase not to exceed 5% per year. All other terms and conditions of the original agreement dated March 28, 2018 shall remain unchanged. The contractor agrees to comply with all Federal, State and local laws and regulations to the collection, removal and disposal of all such waste material. In the event that the contractor incurs increased costs (such as, but not limited to, tipping fees, additional fuel costs, disposal fees, or new or increased surcharges, fees or taxes as a result of imposition of new governmental regulations not in effect at the time of acceptance of said contract and which regulate the type of material collected, the location for disposition of such material, or the payment of fees for disposing of such materials) than the City shall, after negotiation with Rumpke and approval by City Council, adjust the unit cost by an amount commensurate with the increases per unit operating cost incurred by Rumpke. Rumpke will continue the bag service for those customers that currently are in the program, any new customer will be provided with a trash cart and a recycling cart. Local rates for trash service in our immediate area as follows: Fremont, service provider is Republic \$19.88 per month + fuel surcharge (Franchise) Bellevue, residents choose Republic \$28.00 per month + fuel surcharge Cyclone \$32.00 per month + fuel surcharge (no recycle service) Fostoria, Apple \$22.00 per month + fuel charge Rumpke \$28.29 per month + fuel charge (no recycle service) Apple \$22.00 per month + fuel surcharge (no recycle service) Findlay After reviewing the proposal and the local rates for other cities near us. Committee member Perry introduced a motion to extend the contract with Rumpke for an additional five years continuing through March 31, 2028 the motion was seconded and passed by a 3-0 vote. Rumpke will continue the annual week for free bulk pick up service limited to five items per customer and will provide Parks, Public Works and City Hall with free trash and recycle service along with additional dumpsters to the Parks Dept, for the July 4th celebration. Additional business, it was brought to the attention of the chairman of this committee that a township resident had complained that city residents have been using the township OSS recycling bins and suggested that the city find a location inside the city limits and contact OSS Recycling for containers. Law Director Howard reminded us that we have a commitment with Rumpke and they have exclusive rights to citywide recycling. With no further business the meeting adjourned at 6:29 p.m. Respectfully submitted, Steven Lepard, Chairman.

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Mayor Iannantuono clarified that Rumpke had agreed to drop the increase from 5% to 4%. Councilmember Jones noted that the increase is not to exceed this, so if the CPI is 1%, the increase will be 1% and added that even if were the top percentage we would still be paying less than everyone else mentioned. In addition, Rumpke offers free trash pickup for City Hall, Parks and Public Works, plus the annual bulk pick up mentioned by the Mayor. *Councilman Leopard noted a correction to be made in his Law and Community Planning report with paragraph 3 to show that the CPI increase is not to exceed 4% per year instead of 5%.*

Councilmember Perry reported that a Personnel and Labor Relations Committee meeting was held on September 14th starting at 4:32 p.m. at the Council Chambers to discuss Chief's request pertaining to requirements for promotion of sergeant as well as compensation for City Council, Mayor and Director of Law. In attendance were Councilmember Perry, Councilmember Thacker, Councilmember Spahr, Mayor Iannantuono, Chief Pauly, Law Director Howard and City Administrator Thornton. Chief Pauly stated that there is only one path to promote to sergeant, which is 5 years of service at TPD and a college degree. The Chief is requesting we give our police officers another route to sergeant which would be 10 years of experience with 5 of those years at TPD. Chief Pauly stated that while a college degree is important and serves a purpose, that experience should also be a huge factor in a promotion. Councilmember Thacker asked about the current education level of the department where Chief Pauly explained most have 2 years while some do not have that. Councilmember Spahr mentioned how he agreed with the Chief about how experience would trump a degree in that line of work. Councilmember Perry expressed his support of the change and asked if passing this ordinance would help keep some of our stronger officers in which Chief Pauly agreed. Councilmember Spahr motioned to have the Director of Law draft legislation to give Tiffin Police officers another path to the position of sergeant of having served 10 years' experience in addition to 5 years served at TPD and a college degree. Councilmember Thacker seconded and the motion passed 3-0. Next the committee discussed compensation for City Council, Mayor and Director of Law. Director of Law stated the position of Mayor is currently being paid \$73,030, Director of Law at \$55,000 and the City Councilmembers being paid \$5,700. After a brief discussion, the committee determined to talk about this issue with the entire council and took no action. Hearing no other business, the meeting adjourned at 4:35 p.m. Respectfully submitted, Daniel Perry.

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

REPORTS OF THE OFFICERS

MAYOR DAWN IANNANTUONO:

Mayor Iannantuono presented a proclamation declaring Golden Hanna Day as September 27 on what would have been her 100th birthday.

Mayor Iannantuono reported that it had been a hectic month with special requests and transitioning into individual department meetings regarding the budget. She attended her first NOMMA Northwestern Ohio Mayors Association meeting in Bowling Green. She also attended the ribbon cutting for our All-Inclusive Park, which is a wonderful addition to the community. The Mayor will be attending the Annual Preservation Conference in Toledo, where downtown Tiffin is up for several awards.

Mayor Iannantuono reported that last week members of City Council and City Administration traveled to Rumpke's Material Recovery Facility in Columbus and saw their impressive process. She added that currently about 13% of the recycling collected in Tiffin has to go into the trash because of improper items in the totes.

Events:

- The Farmers Market will be held downtown Saturday.
- The Zombie 5K run presented by CASA will be held Saturday at Steyer Nature Preserve.
- The Seneca County Opportunity Center will be hosting Hoot in the Park trick or treating on Thursday, October 13.
- Trick or Treating downtown will be held October 20 and city-wide on October 30 from 3:00-5:00 p.m.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN: No report.

DIRECTOR OF LAW BRENT T. HOWARD: No report.

3894

WRITTEN COMMUNICATIONS:

Finance Director's Request for Legislation #F22-41 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the General Administration Budget (\$20,754.49).

On file in Clerk of Council's office; legislation prepared under Ord. 22-92.

Finance Director's Request for Legislation #F22-42 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the WCPLF Loan Fund, and to approve the advance to the Sewer Fund (\$10,000.00).

On file in Clerk of Council's office; legislation prepared under Ord. 22-93.

Mayor's Letter of Appreciation (Donation by Tiffin Women in Action to Parks and Recreation Dept.)

Letter on file in Clerk of Council's office.

ORAL COMMUNICATIONS: None.

MOTIONS: None.

RESOLUTIONS: None.

ORDINANCES:

Ordinance 22-88, introduced by Kevin Roessner and read for the second time.

ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE H2OHIO PROGRAM FOR THE DEVELOPMENT OF AN EDUCATIONAL WETLANDS AT HEDGES-BOYER PARK, TO EXECUTE CONTRACTS AS REQUIRED, AND DECLARING AN EMERGENCY.

Ordinance 22-90, introduced by Steve Lepard and read for the first time.

ORDINANCE AUTHORIZING CITY ADMINISTRATOR TO EXECUTE AN ADDENDUM TO THE CITY'S CONTRACT WITH RUMPKE OF OHIO, INC. OR RELATED COMPANY FOR CURBSIDE RECYCLING AND TRASH HAULING FOR MUNICIPAL FACILITIES AND RESIDENTIAL UNITS TO EXTEND THE TERM OF THE CONTRACT THROUGH MARCH 31, 2028 WITH CERTAIN RATE ADJUSTMENTS.

Ordinance 22-91, introduced by Daniel Perry and read for the first time.

ORDINANCE AMENDING SECTION 149.032(C)(5) OF TIFFIN CODIFIED ORDINANCES ESTABLISHING A PATH BASED ON LAW ENFORCEMENT EXPERIENCE FOR SERGEANT CANDIDATES IN THE TIFFIN POLICE DEPARTMENT.

Ordinance 22-92, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$20,754.49 INTO THE GENERAL ADMINISTRATION BUDGET FOR THE PURCHASE OF DECORATIVE SNOWFLAKES.

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

Discussion: Councilmember Roessner explained there was discussion with TSEP about helping with these decorative snowflakes with the objective to make downtown brighter, prevent vandalism and increase visibility of the community branding. Tiffin Revitalization worked with Public Works and determined that some poles have brackets for hanging baskets and signs that would interfere with some of the snowflakes, so the number of poles was brought down from 61 poles to 49; 98 snowflakes will be needed since they need to be double-sided to be seen from both directions. Suspension is requested so that Arnold Machine can get the materials ordered and begin production and to Sentinel for assembly and addition of the lighting. They are aiming for installation in mid-November, and they will remain in place through March annually.

Roll call votes were taken on the suspension and passage, and both were approved 7-04.

Ordinance 22-93, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$10,000.00 INTO THE WATER POLLUTION CONTROL CENTER LOAN FUND TO RETURN THE ADVANCE FROM THE SEWER REVENUE FUND.

OTHER BUSINESS:

President Boyle referred to the discussion at the last meeting about the salaries of the Mayor, Director of Law and Council, when it was agreed it would continue at this meeting. Councilmember Perry stated that Nick Dutro had provided him with information on salaries in other communities, which could be used to both support and not support a raise because they are all over the board. Streetsboro, which is 16,000 people and similar in size, pays its mayor around \$85,000, others up to \$135,000, and Rocky River with a population of 20,000 pays its mayor \$98,000. Many Councils pay \$6,000-\$8,000 and some \$10,000. The majority of the Law Director salaries are in the \$70,000-\$80,000 range, with a few under what our Law Director makes. He said he was in support of all being bumped up a little bit, especially the Law Director. He added that Tiffin is unique because of its growth and thriving like it is for our population. President Boyle said she found in her research that not only are the salaries higher in similar cities, but they also are provided additional support: for example, one had an assistant and a special assistant to the mayor, and one law director had two assistants. We do not have those additional supports, and ours take on the full responsibilities. Councilmember Perry noted that the survey was from 2019, so especially with the recent inflation in order to keep up with salaries it would probably require a 10% increase. President Boyle asked what flexibility we had financially; Director of Finance Kaufman responded that she would be better able to answer when she knew what they suggested, but that there was some room there. Councilmember Spahr said he was interested in knowing why there was such a range of numbers. For example, Rocky River is in a much more urban area, etc., so the question is what percentage of those salaries is from the economics of the area and how much money is the city pulling in from their industries, etc. or is they also wildly ranging. Councilmember Perry pointed out that the Galion full-time mayor's salary was \$30,000, so you could cherry-pick whatever information you wanted from the survey for whatever position you wanted to support. Councilmember Spahr said the argument could be made to take a look at the survey and say you have done your due diligence, but then set it aside because we know our area and the people best and what we expect of them in those roles. What others are doing is really up to them. Councilmember Roessner asked if would be reasonable to tie it to the City employees wage increase or to tie it into an annual increase. Councilmember Perry explained that the Mayor's and Director of Law's last increase was in 2018 and Council's in 2010. Although Council members do not do the job for the money, but now all seven seats are up for election and it would go into effect in 2024. Councilmember Thacker said she supported an increase for the Mayor and Law Director, knowing what several area attorneys in our area make per hour. She said Director of Law Howard is treating our Council like a large-scale corporation, and we take up a lot of his time. President Boyle said it would be very valuable to have an incentive for the next person to be motivated to put that same amount of work into it. Director of Law Howard explained that the Charter requires that the deadline for the legislation to be in effect is five days prior to that of the filings of declarations of candidacy or approximately January 25, so he suggested that legislation be introduced no later than the second meeting in November for three readings and voted on at the second meeting in December so that it goes into effect prior to the required deadline. This way anyone interested in these positions can see what the compensation will be. President Boyle asked that Council members review the information and be prepared for further discussion and recommending numbers at the next meeting. Councilmember Perry said he believed that a 10% increase was not enough and that the Mayor's salary should be increased \$10,000, the Director of Law from \$10,000-\$15,000, and Council members should meet the requirement for retirement, which would be \$700 per month.

Regarding the first reading of Ord. 22-93 (WPCC Loan Fund), Councilmember Jones asked for clarification about the return of the advance from one fund to another. Director of Finance Kaufman explained that it was or the WPCC upgrade and the loan we were getting money for at the end of last year. We were not going to get the income in before the end of the year and did the advance, which now has to be refunded.

Councilmember Jones also revisited the subject of the sidewalk program and asked that Council either have a Committee of the Whole on the matter or a review of City Engineer Watson's proposal. He feels that people being able to walk on good sidewalks is important to Tiffin, and perhaps other grants are holding it up. Mayor Iannantuono agreed that something has to be done but pointed out that there had never been a grant for city sidewalks. The cost came out of the homeowners' pockets, and if they didn't have money the City advanced it and put in on their taxes. She said that although Watson does have a sidewalk plan, he is currently working on major sewer projects as well as the bridge replacement. Between the timing and a possible recession, she asked if it was a good time to ask people to put in sidewalks in these turbulent times. The City Engineer is considering rolling it out by ward in two to three years to give people some time to save up for it so that the City does not have to come up with the money in advance. He is also trying to time it with street paving while putting in handicap ramps.

3896

Councilmember Jones also brought up the bike-designated routes and signs indicating bikes can use the full lane so people just have to be patient behind the bike riders. Mayor Iannantuono explained that bikes also have a right to be on the roads and cannot ride on sidewalks so cars have to share the lane. She said that most bicyclists get over so cars can go around. City Administrator Thornton said cars can pass when it's safe to pass, just as we do when farm wagons and combines are on the road in season.

City Administrator Thornton informed Council that the other half of the snowflake banners funding was coming from the Tiffin Charitable Foundation.

ADJOURNMENT: 7:52 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3897

COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Monday, October 3, 2022 at 6:45 p.m. in Council Chambers. Attending were Councilmembers Ken Jones, Steve Lepard, Daniel Perry, Kevin Roessner, John Spahr, Jr., Vickie Wilkins and Cheyane Thacker. Also attending were Mayor Dawn Iannantuono, City Administrator Dale Thornton, Director of Finance Kathy Kaufman, Police Chief David Pauly and Director of Communications and Constituent Services Nick Dutro.

Mayor Iannantuono requested suspension of Ord. 22-92 for the decorative snowflakes. The City has offered to help TSEP with the purchase via the bed tax since this is one of the things it can be used for. They would like to have the money as soon as possible in order to get them up for the Christmas season.

President Boyle reminded Council that there would be further discussion on the Mayor's and Law Director's salaries during Other Business at the end of the regular meeting.

Councilmember Thacker asked where the decorative snowflakes would be placed. Mayor Iannantuono explained that they were going on 49 poles around downtown Tiffin and will be very pretty.

ADJOURNMENT: 6:49 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3898

OCTOBER 17, 2022 – REGULAR MEETING

Tiffin City Council met for its second meeting of the month in accordance with Codified Ordinance Section 121.03. Council President Pro Tem Steve Lepard opened the meeting at 7:00 p.m. The invocation was given, and the Pledge of Allegiance was led by Tiffin Boy Scouts Claude McKenzie and Alfred Greenwald from Boy Scout Troop 123, Mansfield, Ohio.

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

MINUTES: The minutes for the October 3, 2022 Regular and Committee of the Whole Meetings were approved with the correction of the voting results as 7-0 for Ord. 22-92.

COMMITTEE REPORTS:

Councilmember Thacker reported that a Streets, Sidewalks and Sewer Committee meeting was held October 3, 2022 at 6:00 P.M. in the Tiffin City Hall Council Chambers. Attending were committee members Cheyane Thacker, Daniel Perry, Kenneth Jones, Kevin Roessner, and Steven Lepard, along with City Engineer Matt Watson, City Law Director Brent Howard, Mayor Dawn Iannantuono, and City Administrator Dale Thornton. Thacker called the meeting to order. The purpose of the meeting was to discuss Mayor's Request for Legislation #22-41 regarding an easement from Heidelberg University for a storm sewer installation, and any other business that may come before them. Watson informed the committee that they are working through the design of the CSO 24 and 30 sewer project, which is one of our next long term control mandated sewer projects on Rebecca Street between Rock Creek and Circular street, proposing to install a storm sewer. The location is on the north side of Rebecca Street out of the normal 50 foot right-of-way. Heidelberg has agreed to provide the city with a storm sewer easement on their private property. Watson passed out a drawing and legal description for the proposed easement from Heidelberg that he prepared that has been approved by Seneca County Tax Map. The easement would be a permanent right to construct, use, inspect, maintain, repair, and replace a storm water sewer. Lepard moved to approve the Mayor's request for legislation 22-41 authorizing the Mayor to accept an easement and take all other actions necessary to acquire real property rights from Heidelberg University to construct, use, and maintain a storm water sewer along Rebecca Street. Perry seconded the motion. The motion passed 5-0. With no further business the committee adjourned at 6:09 P.M. Respectfully Submitted, Cheyane Thacker, Chairperson.

President Pro Tem Lepard announced that no additional Committee of the Whole meeting would be scheduled.

REPORTS OF THE OFFICERS

MAYOR DAWN IANNANTUONO:

Mayor Iannantuono thanked Boy Scout Troop 123 for taking the time to attend the meeting and for doing the very nice job in leading the Pledge of Allegiance.

The Mayor thanked all the volunteers who maintained the planters, landscaping downtown and at the parks and city entrances, and the hanging baskets. With the cooler weather the planters and hanging baskets are being taken down and stored until next year. The names of over 100 volunteers are listed on the City's Facebook page.

Mayor Iannantuono introduced Lori Brodie, Northwest Regional Liaison for State Auditor Keith Faber, who presented Director of Finance Kathy Kaufman with the Auditor of State Award for a clean audit report. Brodie noted that the State Auditor's Office audits around 5,900 entities a year, which puts Tiffin in a select group as only about 8% receive a clean audit. She said it represents the hard work of all City employees and recognized the efforts of the Mayor and Council for doing a good job of monitoring every taxpayer dollar they are spending. She especially recognized Director of Finance Kathy Kaufman and those who help her for their outstanding dedication to fiscal integrity. Kaufman also commended the Finance Department staff for everything they do.

The Mayor presented Joe Crea from Raftelis, who gave an update on the City's sewer system and rate study that was done in 2020. He said there would be no specific recommendations at this time, but he would return after the first of the year with more refined information on some of the costs related to the Long Term Control Plan. As a result of the study, there was a 10% rate reduction in July 2020 to provide some immediate relief during the

pandemic and annual increases were reduced from 5% to 4%. The cost of the original 2015 plan was \$80 million; since then inflation has driven up costs dramatically and since 2020 there has been a 40% increase in planned capital needs, from \$133 million to \$186 million. They have also gotten better clarity as to the projects and capital needed to comply with the Long Term Control Plan. The financial plan is a long-term look at balancing the revenues of the system primarily driven from the monthly user, balanced with monthly expenses and paying for the capital program. Rates are lower now than what they were before the pandemic reduction, and the bills in Tiffin are comparable to what other Ohio communities pay. Crea said that a lot of the costs to meet the Long Term Control Plan and take care of our system, or \$130 million, are in the next four to five years and after that things get much smoother. Engineer Watson and staff are working very hard to refine the cost estimates, and we should have better clarity on costs in the next six months as we get initial bids back for the design work. They are also in active discussions with the State about their Revolving Loan Fund Program, and they have a lot of great options along with some infusion of additional monies from the Federal government. They are able to offer more principal forgiveness and more deferred principal options. Crea showed the current but updated financial plan with the \$186 million cost estimate with their best guess at operating costs and what the revenues might look like under the current 4% annual rate increases. He said it looks positive for the next four to five years; in 2029 it is when the \$130 million debt is starting to come due and we have to make payments on the 30-year loans. The question is how to leverage some of the state programs to defer some of the cost to allow our natural 4% increases to get to where they need to be to support those investments. The bids are coming in, so we will know actual expenses very soon and will be coming back to Council with updates. Councilmember Lepard said it was scary to talk about a strong and stable financial plan when we see cost increases of 40% over a two-year period, and he was afraid to see what things would look like in a 20-year period. Crea said that hopefully \$186 million is the worst case scenario, and they are hoping to shrink that from this point forward. To Councilmember Jones' comment, going back to a 5% increase from 4% would still not be high enough because the 40% increase is too big to overcome. His recommendation would be to implement the 4% increase next year so we can get better information and see what state programs will be available

Mayor Iannantuono said they were continuing work in preparing the 2023 Budget and probably looking at three meetings in November, with a special meeting on the 14th to get all presentations in and then bringing it to vote starting in December.

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Events:

- The Farmers Market will be held downtown Saturday from 9:00 a.m. to 1:00 p.m.
- The Chamber of Commerce annual dinner is October 25th.
- Downtown Trick or Treat will be Thursday, October 20 from 4 :00 to 6: an 4-6 pm
- The Tiffin Developmental Center Halloween Parade will be Sunday October 23 at 2 p.m.
- Heidelberg University Trick or Treat will be held on Greenfield St. on October 29 from 5:00-7:00 p.m.
- City of Tiffin Trick or Treat is October 30 from 3:00-5:00 p.m.
- The Mayor has been asked to Karaoke with the 7th grade music classes at Calvert on Friday morning.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN:

Director of Finance Report for the month ending: SEPTEMBER 30, 2022

Total Receipts for the month:	\$3,319,400.18
Total Expenses for the month:	\$3,286,556.84
The General Fund unencumbered balance:	\$5,367,215.09

The income tax receipts for September 2022 were \$940,621.41. The total annual increase in income tax collections for September 2022 compared to September 2021 is \$78,322.58. Year to date income tax receipts are up 12.64%.

The .25% portion of income tax receipts that was transferred into fund 215 for public streets for September 2022 is \$115,466.42. She explained that on the next page showing the month-to-date fund report for fund 215 indicated the month's revenue is \$101,711.54 because that is the difference between the \$115,000 she transferred in and then after the month closed she found she had put too much money in the fund; that is the difference of the two.

3900

The unexpended balance for all funds is **\$36,755,427.01**, which is the same as the bank balances for the same time period.

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

DIRECTOR OF LAW BRENT T. HOWARD:

Director of Law Howard gave an update on the River Front Development Project. He was contacted by the attorney representing the project for a residential apartment building on the property where Kear's Speed Shop is currently located. The City has no current agreement with the developer for any development on the City properties previously under discussion. During the summer the developer received approval from the ABR that was necessary prior to receiving zoning approval for the project. Howard said in the past couple of weeks he had received multiple communications from the attorney representing the developer, and they are now at the stage where they would like to pursue the project financing. This is a private development, but there are certain economic incentives that can be received from the City, and they are asking for the City's assistance in the financing that would run parallel to private lending and equity investors. The City offers a couple of statutory financing processes that are open to development. PACE (Property Assessed Clean Energy) was created some years ago where a property owner can work with the City to create a special assessment on their property that they pay in addition to their taxes as a mechanism to repay a loan for qualifying energy efficiencies and renewable energies. A lender can look at this as a way of paying a debt service, and they will loan money to a developer. TIF (Tax Increment Financing) was used for public improvements on the west side. The statute allows for certain private development to also qualify for TIF financing, particularly when it provides for needed residential housing. On the west side there was increased valuation to properties when they were developed, and the taxes associated with that increased valuation were diverted to the City and used to pay for the street and other improvements we constructed there. When the developer increases the valuation of the property, the taxes on the valuation can go towards some of the improvement costs they incur. In both cases there is no cost to the City, but it is a way of using the taxes that are created by the property improvement as a way to pay for the project. In PACE financing, the initial step is for a petition to be submitted to the City by the property owner for approval by City Council. Today he received a signed petition by the property owner Shirley Kear Valentine, which the Clerk of Council has as part of City Council's record. The next step is for Council to better understand the City's role in this financing for the project. Howard asked the President to refer the matter to the Economic Development and Downtown Planning Committee, and the attorney representing the developer would be available to meet with the committee on certain days before the next Council meeting to give an explanation of the project and their plans, answer any questions Council may have and walk through the financing they are doing and what they would like the City to help with and particularly the legislation they would like Council to approve. The developer's attorney will prepare the legislation and have given him initial drafts for his review; since they are directly benefitting from the financing, they will incur the costs associated with it. Councilmember Spahr asked about the TIF financing and increased valuation and if the taxes from that increase would be used for infrastructure or improving streets, etc. Howard said statute allows for it to be part of the private development project itself. The payments are in lieu of taxes and they pay for qualifying improvements to the property that the City was not originally responsible for. He said he would forward all Council members a packet of everything he has received, including the petition by the property owner, the legal memorandum from the David Rogers office summarizing PACE law and legislation to be introduced and approved by City Council. Councilmember Perry asked if the previous TIF on the west side was considered for 15 years. Law Director Howard said there is a certain number of years and certain aspects of TIF that will make it 10 years or longer depending on what money is necessary to pay for the improvements. After this time they pay any taxes allocated as any other taxes paid to the county, city and schools. *President Pro Tem Leopard referred the matter to the Economic Development and Downtown Planning Committee.*

WRITTEN COMMUNICATIONS:

Mayor's Request for Legislation #22-42 – Appointment to Fair Housing Board (Donald Swartz)

Referred to Personnel & Labor Relations Committee

Finance Director's Request for Legislation #F22-43 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Police Dept. wages (\$30,000.00).

On file in Clerk of Council's office; legislation prepared under Ord. 22-96.

Finance Director's Request for Legislation #F22-44 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Police, Fire and Sewer Maintenance Departments (\$11,000.00 + \$17,000.00 + \$15,000.00).

On file in Clerk of Council's office; legislation prepared under Ord. 22-95.

3901

ORAL COMMUNICATIONS: None.

MOTIONS: See OTHER BUSINESS.

RESOLUTIONS: None.

ORDINANCES:

Ordinance 22-88, introduced by Kevin Roessner and read for the third time.

ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE H2OHIO PROGRAM FOR THE DEVELOPMENT OF AN EDUCATIONAL WETLANDS AT HEDGES-BOYER PARK, TO EXECUTE CONTRACTS AS REQUIRED, AND DECLARING AN EMERGENCY.

Councilmember Roessner moved for passage; Councilmember Perry seconded.

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

Ordinance 22-90, introduced by Steve Lepard and read for the second time.

ORDINANCE AUTHORIZING CITY ADMINISTRATOR TO EXECUTE AN ADDENDUM TO THE CITY'S CONTRACT WITH RUMPKE OF OHIO, INC. OR RELATED COMPANY FOR CURBSIDE RECYCLING AND TRASH HAULING FOR MUNICIPAL FACILITIES AND RESIDENTIAL UNITS TO EXTEND THE TERM OF THE CONTRACT THROUGH MARCH 31, 2028 WITH CERTAIN RATE ADJUSTMENTS.

Ordinance 22-91, introduced by Daniel Perry and read for the second time.

ORDINANCE AMENDING SECTION 149.032(C)(5) OF TIFFIN CODIFIED ORDINANCES ESTABLISHING A PATH BASED ON LAW ENFORCEMENT EXPERIENCE FOR SERGEANT CANDIDATES IN THE TIFFIN POLICE DEPARTMENT.

Ordinance 22-93, introduced by Kevin Roessner and read for the second time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$10,000.00 INTO THE WATER POLLUTION CONTROL CENTER LOAN FUND TO RETURN THE ADVANCE FROM THE SEWER REVENUE FUND.

Ordinance 22-94, introduced by Cheyane Thacker and read for the first time.

ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT AN EASEMENT AND TAKE ALL OTHER ACTIONS NECESSARY TO ACQUIRE REAL PROPERTY RIGHTS FROM HEIDELBERG UNIVERSITY TO CONSTRUCT, USE, AND MAINTAIN A STORM WATER SEWER ALONG REBECCA STREET.

Ordinance 22-95, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE A TOTAL OF \$43,000.00 INTO THE POLICE, FIRE AND SEWER MAINTENANCE BUDGETS FOR MOTOR AND OIL.

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

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

Ordinance 22-96, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$30,000.00 INTO THE POLICE DEPARTMENT WAGES BUDGET.

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

Discussion: Councilmember Jones asked for clarification about the \$30,000 to be put into Wages. Director of Finance Kaufman stated that a person retired, which was not known when preparing the Budget, and additional funds were needed for vacation and sick pay payout.

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

OTHER BUSINESS:

Councilmember Spahr announced an Economic Development and Downtown Planning Committee meeting on Monday, October 31, 2022 at 5:30 p.m. in Council Chambers to discuss the Tiffin River Front Development requests and any other business that may come before them.

Discussion continued on the rates of pay for City Council members. President Pro Tem Lepard said he had no issues with the figures that Councilmember Jones presented, with the exception of rounding up the numbers. Councilmember Perry said Jones' number was close to his of \$6,384, which included 1% for every year since 2010. He thought the legislation should be prepared for \$6,400 with a 1% annual increase. Director of Communications Nick Dutro said he found that Findlay's annual increases were built in only for the life of the term. Director of Law Howard recommended defining the amounts of the 1% increases in the legislation. He also clarified that no Council member can increase their pay during their own term. This is a unique circumstance because no one has a term within 2024.

Motion A: Councilmember Perry moved to have the Director of Law prepare legislation to adjust the Council members' pay beginning in 2024 to \$6,400 per year plus a 1% escalation per year through 2027. Councilmember Jones seconded.

Discussion: Councilmember Thacker asked if specific amounts would be better than 1%, and Law Director Howard said it could be however Council preferred. Director of Finance Kaufman noted that in doing payroll, the salary is divided by the number of pay periods per year, and it would be easier from a payroll standpoint if the numbers were rounded. President Pro Tem Lepard noted that this would make the amounts \$6,400, \$6,460, \$6,530 and \$6,590 respectively.

Voice vote was taken, and the motion was approved 7-0.

Discussion continued on the proposed salary increase for the Director of Law. Councilmember Perry said he felt that this position is underpaid for the services and qualifications provided to Council. At the current rate, 35 hours per week would be \$35 per hour, and 40 hours per week would be \$26 per hour. The Ohio hourly average is \$111 on the low side and up to \$571. He suggested \$65,000 or maybe higher from the current \$55,000 salary. He also suggested that the pay for administrative services be increased from \$7,500 to \$10,000 in order to keep qualified people. President Pro Tem Lepard said he thought the increase should be \$15,000 because Howard was probably low-balling the hours he works for the City every week. Councilman Perry said that some cities have certain legislation built in where the Law Director is paid on experience. Councilmember Thacker said that technically experience is not up to us because we do not hire the individual - they are elected. Law Director Howard said that she was on the right track; this is an elected and not an appointed position. Council needs to establish a salary they think is proper and let people run for the political office, and through that process is how it should be. Council needs to establish the rate of compensation and not any sort of first year rate or rate based on experience. Councilmember Thacker proposed \$70,000 with \$10,000 for the administrative assistant. Councilmember Jones favored \$65,000. Thacker said she knew that certain attorneys charge \$200-\$250 per hour for their services, so \$15,000 is not that big an increase when divided by hours. It would be an incentive for someone to want to do it and would save money more in the long run. Law Director Howard added that by ordinance, the Law Director is able to get health insurance through the City as part of the compensation package, which is a nice and sizeable benefit. Perry noted that a salary of \$70,000 based on current hours would be \$44 per hour based on 30 hours per week.

Motion B: Councilmember Perry moved to have the Director of Law prepare legislation to raise the compensation for the position of Director of Law to \$70,000 per year plus an additional \$10,000 per year for the administrative assistant; Councilmember Thacker seconded.

Discussion: Councilmember Jones said he was not comfortable with \$70,000 and preferred \$65,000. Councilmember Perry noted that over the four-year term there had been no raise and therefore he preferred \$70,000. Councilmember Lepard agreed with \$70,000 and said that for all the good advice and Council time we need to pay the price. Councilmember Spahr stated that he preferred \$70,000; at \$65,000 plus 1% annual increases over four years it would be \$67,639.29 and a little over half-way to \$70,000. Councilmember Jones said he would prefer to start at \$65,000 with 1% annual increases.

Voice vote was taken, and the motion was approved 6-1, with Councilmember Jones voting no.

Discussion followed on the proposed increase in the Mayor's salary, which is currently at \$73,030. President Pro Tem Lepard thought the salary should be raised \$15,000. Councilmember Jones said he was more comfortable with the \$86,125 from his calculations based on 1% increases. Councilmember Thacker noted there was only \$158.75 per month difference between the two figures. City Administrator Thornton stated that the Mayor also

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receives payments into OPERS, medical benefits, Medicare and workers compensation, which normally run 24% of salary. Law Director Howard added that there was no accumulated vacation or longevity increases. City Administrator Thornton said it was a very demanding job and both Mayors Montz and Iannantuono have represented the city very well and work very hard while putting in probably 60 hours per week. Councilmember Jones proposed \$86,000. Councilmember Wilkins thanked Councilmember Jones for preparing the cost of living numbers and suggested increasing it to \$88,000 for all the other additional things that a Mayor has to deal with outside of the regular job. Councilmember Thacker stated that we should pay people what they are worth and for what they have to do, so she supported \$88,000.

Motion C: Councilmember Thacker moved to have the Director of Law prepare legislation to increase the Mayor’s salary to \$88,000; Councilmember Spahr seconded.

Voice vote was taken, and the motion was approved 7-0.

ADJOURNMENT: 8:58 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Monday, October 17, 2022 at 6:45 p.m. in Council Chambers. Attending were Councilmembers Ken Jones, Steve Lepard, Daniel Perry, Kevin Roessner, John Spahr, Jr., Vickie Wilkins and Cheyane Thacker. Also attending were Mayor Dawn Iannantuono, City Administrator Dale Thornton, Director of Finance Kathy Kaufman, and Director of Communications and Constituent Services Nick Dutro.

Mayor Iannantuono requested suspension of Ord. 22-95 for additional for the Police, Fire and Sewer Maintenance Budgets due to the increase in motor and oil costs, as well as Ord. 22-96 for an additional appropriation into the Police Department Wages Budget due to an unexpected retirement payout.

President Pro Tem Lepard said that there would be a need to continue discussion regarding the pay rates for the Mayor, Director of Law and Council under Other Business. He stated that the current pay scale for Council members is \$5,700, but in order to be pension eligible it would need to be approximately \$250 per month per City Administrator Thornton. The last increase for Council members was in 2010. Director of Law Howard explained that the annual comp would have to be \$8,657.28 to meet the requirements for one year of service for OPERS. Lepard said he had never considered needing a pension or medical benefits during his career on council. Councilmember Jones passed out a sheet with cost of living numbers and said on page two he calculated 50% because Council is a part-time job. He added that he never considered it for the pension or medical either and suggested referring to the bottom of page two for Council increases. Councilmember Thacker proposed an even number. Lepard said he could only think of three members that served long enough to be eligible for the pension. Councilmember Spahr asked if anyone else was paying into OPERS. Spahr was the only one but he did not think they would allow double dipping and he was not looking at this job for benefits. Councilman Perry said he thought Council should be increased to \$6,500. Nick Dutro noted that the rate of inflation since 2010 was approximately 36%. Lepard said he is receiving a quarter credit per year, which the last time he looked it would have been \$100 per year. He added that he has sat on both sides and At Large members do not put in as many hours as Ward Councilmembers since they do not have the have the same daily responsibility. Councilmember Jones said there has been no increase in 12 years and he liked the \$6,200 shown on page two of his handout. Councilmember Spahr stated that this body was signed up to do as many hours as required for the job. Mayor Iannantuono added that there were phone calls, committee meeting minutes, and any additional special meetings required. Councilmember Thacker noted the extra time needed to prepare for particular committee meetings. City Administer Thornton pointed out the additional time needed to attend the Downtown Summit, Chamber meetings and participation in public events.

ADJOURNMENT: 7:05 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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NOVEMBER 7, 2022 – REGULAR MEETING

Tiffin City Council met for its first 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 six councilmembers were present: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Kevin Roessner (3rd Ward), Daniel Perry (4th Ward), Cheyane Thacker (At Large) and John Spahr, Jr. (At Large); Vickie Wilkins (At Large) was absent. Also attending were Mayor Dawn Iannantuono, City Administrator Dale Thornton, Director of Law Brent Howard, Director of Finance Kathy Kaufman, Director of HR Deb Reamer, Parks Director Bryce Kuhn and Director of Communications and Constituent Services Nick Dutro.

MINUTES: The minutes for the October 17, 2022 Regular and Committee of the Whole Meetings were approved as written.

COMMITTEE REPORTS:

Councilmember Spahr reported that the Economic Development and Downtown Planning Committee of Tiffin City Council was called to order at 5:30 pm on Monday October 31st in Council Chambers. Committee members Steve Lepard, Cheyane Thacker and Chair John Spahr were in attendance. Also in attendance were Mayor Dawn Iannantuono, Councilpersons Vickie Wilkins and Ken Jones, Director of Law Brent Howard, City Administrator Dale Thornton, Finance Director Kathy Kaufman, and Tiffin Riverfront Development, LLC. representative David Rogers, a partner at Frost, Brown and Todd of Columbus Ohio. At Law Director Howard's suggestion, Mr. Rogers gave background on the proposed project at 6 E. Market St., currently owned by Shirley Kear Valentine. Tiffin Riverfront Development, LLC. has a contract to purchase the property and develop an apartment complex with retail space at that site. Mr. Rogers explained that although this project is a private endeavor and will utilize private funding, there are economic development incentives that require the approval of City Council. Before the committee was documentation pertaining to a financing component called Property Assessed Clean Energy (PACE). Mr. Rogers explained that the PACE financing component was a request to the City Council to add special assessments to the property to help in financing energy efficiency components of the building. Under state law, a petition is filed under the Special Improvement District chapter of ORC 1710. The process begins with a petition from the property owner to City Council to assist with the financing through the PACE legislation. The construction plans for the new structure contain energy efficient systems (HVAC, windows, roof, insulation, etc.) that qualify under the state law for PACE assessment. ORC 1710 requires a Special Improvement District to be created in order to petition for PACE assessments. The petitioner is requesting an assessment on the property and the creation of an Energy Special Improvement District (ESID). ESID is an Ohio Non-Profit organization, and the chief executive of the political subdivision is automatically a board member as well as one other individual as appointed by City Council. The owner of the property will appoint 3 additional members. After creating the ESID, the City Council can complete the process in the following pieces of legislation: a resolution approving the petition, a resolution declaring the necessity of the public improvements, an ordinance to proceed, an ordinance to levy the special assessments, and an ordinance to approve the terms of a financing agreement. Assessments are collected by the County Treasurer and will be disbursed to the Lender directly. There is no financial involvement with the City in either the assessment(s) or the reporting requirements of the ESID. Committee member Lepard asked Mr. Rogers if discussing construction loans wasn't premature as the property hasn't been acquired by Tiffin Riverfront Development; are they waiting for the interest rates to drop? Mr. Rogers said that Mr. Hernando wanted to acquire the property by the end of the year, however, that may not be realistic due to the turmoil in the finance markets. Committee member Lepard also asked about the current owner's financial liability as the petitioner. Mr. Rogers stated that although he wasn't her lawyer, he didn't know of any financial liability she had regarding the petition or the request for PACE legislation, but she may have some reputational liability as the owner of the building should the project not move forward in any phase. The Law Director made the point that if the legislation is introduced and at the 3rd reading, if the project isn't moving forward as expected, the legislation can be tabled. Mr. Rogers then suggested that the legislation could also be adopted, and if the project doesn't move forward, an ordinance can be introduced that cleans up the legislation, that the assessments don't happen until filed with the County Treasurer's office. Mr. Rogers also suggested that the PACE legislation might be introduced as an emergency so that if the financing is ready, they can move forward right away. The Law Director then asked Mr. Rogers to explain TIF financing. There is expected to be legislation for TIF financing soon. Mr. Rogers explained several scenarios regarding the Tax Increment Financing. The property in question is a CRA

(Community Reinvestment Area) property that would be eligible for a property tax abatement on the increased value of the property for 15 years. Currently the potential owner, Tiffin Riverfront Development, LLC., is not intending to take advantage of the CRA tax abatement. Tiffin Riverfront Development, LLC. wants to make payments in lieu of taxes under the TIF ordinance and under ORC 5709.40 under which the school tax will be paid in full based on the improvements and underlying land. The rest of the tax liability would be abated and used through the TIF legislation to pay for improvements to the public infrastructure or the acquisition of the site or both. Part of the monies from the payment in lieu of taxes would be used for land acquisition and the balance would be used to establish certain real estate rights in the building to create permanent use easements that would give the city use of the lobby, rooftop, and possibly the hardscape on the river. This could include access for communications infrastructure on the roof for the city. Chair asked if there was any liability, financial or otherwise, to the city regarding this legislation. The Law Director stated that to his understanding, there are no financial liabilities to the City regardless of the status of the project. Only the property owner has liability for assessments. Committee member Thacker commented that she would be most comfortable with the 3 readings at a minimum considering the local contention of this project in the city, and that the ordinances and resolutions can be amended if the finance charges change. Committee member Lepard asked if TSEP or the property owner had any questions for the committee or Mr. Rogers. There were no questions. Councilperson Wilkins asked if this project was dependent on PACE and TIF financing. Mr. Rogers said that right now it is dependent on PACE and TIF legislation. Ms. Wilkins then asked if the legislation doesn't happen, then the project doesn't happen? Mr. Rogers stated that he doesn't run a commercial bank, and that he can't say whether a bank would or would not loan the entirety of the requested amount. He did suggest that the lack of the PACE and/or TIF legislation would raise the question as to why it was not granted in this situation as part of the loan acquisition when so many other communities have granted the legislation. Committee member Lepard moved to authorize the Law Director to prepare the PACE and TIF legislation for council to consider. Committee member Thacker asked if the legislation wasn't already prepared and the Law Director confirmed that legislation would be prepared by counsel for Tiffin Riverfront Development, LLC and would pass through the Law Director's office for review before coming to the City Council. Committee Chair Spahr seconded the motion and asked for any further discussion. Hearing none, the motion passed unanimously 3-0. A question was asked whether the PACE district applied to only this project site. The answer was yes, only this project site. Then the question was can you make the entire city a PACE district. Mr. Rogers said that yes, you can but in a cumbersome way. New projects can petition to join the ESID, and would thus expand the board membership. These projects could be contiguous or non-contiguous to the original ESID designation. The City Administrator commented that having only 2 persons on the board of 5 would put the City in a position to be out-voted and was it possible to ask to have a 3rd person designated to the board to avoid a possible permanent minority vote. Mr. Rogers said that it was possible to write that into the legislation. With no further business the chair adjourned the meeting at 6:33 pm. Respectfully submitted, John Spahr.

Director of Law Howard discussed about whether the City's presence on the ESID board should be a majority of three or if having two members was adequate. Greg Daniels, who is assisting with the project, had pointed out that if the City had a majority of three, it would become more complex, and the City would be more involved with more auditing and more costs. His recommendation was that control be done through City Council as for other projects, so there was no necessary reason for control of the board. Therefore, legislation was prepared so that Tiffin only has two members; one is the Mayor and the other TSEP's Aaron Montz.

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

REPORTS OF THE OFFICERS

MAYOR DAWN IANNANTUONO:

Mayor Iannantuono read a proclamation declaring November 1 through December 22 "Love Local" season, supporting shopping at local businesses. She pointed out that a much higher number of dollars actually stay in and support our community when money is spent locally. Chamber of Commerce executive director Bryce Riggs noted the resurgence of spending in the local community all year round.

The Mayor welcomed TSEP President & CEO Aaron Montz and his team for their annual report to Council. Montz stated that in his first few months on the job he has been hearing the confidence that the 80-member organization has in its team, and he is very proud of them. One of the key organizational initiatives is the Seneca-Sandusky Comprehensive Economic Development Strategy (CEDS) to open up the county to future development, since we no longer have the distressed community distinction and are not eligible for certain loans. He said that 15,700 people leave the county daily to work outside the county, and only half of that number come into the

county to work. We need to find a way to keep people working here. Through CEDS they will look at salaries, benefits and housing needs. The Rural Housing Study is being updated in partnership with the county commissioners, and Pete DiSalvo has been hired to take it to developers. The study shows the need for more than 1,000 units across the county. In the project pipeline is the Tiffin spec building at Eagle Rock Industrial Park; it is under roof and sided, and it has received a lot of interest. If possible, the land around it would add 39 acres. They are seeing more projects since Intel, some of which are huge with other smaller projects more doable for this area. The Aquila Project is for a nationwide retail brand that hopes to come to Tiffin, and the announcement should come by next month for a 60,000 SF retail facility to be constructed by end of next year. The Thorn Project is for potential senior housing, the Honey Project is for an outside of Tiffin manufacturing facility that already employs Tiffin people and would add more than 80 jobs. Another project is for an existing food processing industry that would double the size of its facility and workforce. Operations manager Corrina Haynes reported the highlights of the past year have been that the TSEP audit was found with no issues; Outstanding Accounts Receivables have been reduced and are in the best shape they have been; member meetings continue to be scheduled; the last Seneca County Leadership class graduated in May; their Facebook page has more than 4,200 followers; and their goal is to grow a stronger presence on Twitter and Instagram. Development Coordinator Adam Gillmor reported that the Dream Big Tiffin initiative for sourcing new development ideas in Tiffin has been moved from an annual program to a biennial process to encourage project completion. A CDBG PY22 grant for \$150,000 was just awarded to support the Community Kitchen. CDBG will remain an allocation program in PY23-24, and we will be up for a \$150,000 grant again in 2024. Gillmor noted there were a mix of 14 business sale and investment opportunities in the Clearinghouse; three business sales were generated and a dozen inquiries were forwarded regarding the Hotel Gibson. He said they were streamlining services for entrepreneurs and existing business owners. Regarding rural development, they are increasing outreach to rural stakeholders with regular visits to townships and villages. A new rural housing study will determine needs, barriers and next steps to be taken. Business Services Consultant Carol Owen spoke of developing our workforce through Jobs Seneca County, ApprenticeOhio and the manufacturing showcase. Reimbursements for 50% of the cost of training were made to employers: almost \$31,500 for new hires and over \$300,000 for incumbent workers. Director of Downtown Development Amy Reinhart reported that 14 Façade Enhancement Grants projects had been awarded for a total of \$340,000 or 3.5x investment. There are also nine new businesses and two expansions. Initiatives include the Downtown Tiffin website, hosting the Heritage Ohio Quarterly Seminar in June, downtown events such as the upcoming Kris Kingle Markt and new holiday lighting. Reinhart added that for the very first time, Downtown Tiffin was recently awarded four Heritage Ohio State Awards.

Mayor Iannantuono announced that five new firefighters would be sworn in on November 16 at the #1 fire station.

The Mayor proceeded with the first of three meetings on the 2023 Budget. She said the Mayor's office was able to reduce some expenses but had to increase Indigent Burials from \$750 to \$1,000 and will have to be looking at IT services because NCOESC would like us to no longer use their services because they are school-specific. Not all department heads plus the City Administrator were not at 40 hours and will be increased to 40 hours. City Administrator Thornton explained that the City Hall budget increased \$12,000 around utilities because of the increase in the cost of water, electric and gas. There is also a \$4,000 increase in cleaning services in part due to the windows put in to replace the opaque panels. The Director of Communications and Constituent Services Nick Dutro will also be increased to 40 hours. Dutro was able to drop his budget \$3,500 by removing \$2,000 in furniture and \$1,500 in professional services. He also reported that maintenance costs for the City's website have decreased. Director of Law Howard said the only real increase in his budget was in Contractual Services for approximately \$9,600 for what we pay as a city to the Seneca County Prosecutor's office for Municipal Court prosecution because there is a need to increase salaries 5% to attract prosecutors. 4% was suggested for Municipal Court employees, but the Court ordered 6%. Mayor Iannantuono stated that the Finance Department budget is pretty much a set cost, with a slight decrease in postage, operational and refunds. Finance Director Kaufman mentioned that one increase was for property and liability insurance which reflects the current market cost. Human Resources has also been increased to 40 hours and has a slight increase for training because she was not able to do it during Covid. Reamer noted that there was an increase for a new program for physical information called LifeScan for firefighters and police, the latter of which are in her budget. She put it in the budget for 38 individuals, but the Chief does not believe everyone will be doing it because it will not be a requirement. It will all come to her department. Mayor Iannantuono said that Parks Director Bryce Kuhn will also receive the department head increase to 40 hours. She said that his department will also take on the responsibility for the Junior Home Park, so they have added a groundskeeper. The City also oversees the Tiffin-Fostoria Municipal Court, and the judge has ordered bonuses ranging from \$2,500 to \$500 for a total of \$14,000. We had proposed a 4% increase to

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their wages, but the court has ordered a 6% increase. They did decrease \$20,000 in Contractual Services and a \$5,000 increase in Office Supplies. Director of Law Howard explained that by statute the City has an obligation to provide for employees to serve in that court, so by approving a budget Council is fulfilling the statutory requirements and duties. The question is what is reasonable; the judge has ordered certain amounts that he considered appropriate and it is difficult going against a judge's order. He suggested that moving forward there should be an opportunity for good communication throughout the year in planning for this, but he was not sure at this point legally, without any wage rate study to present, if it is worthwhile to try to contest. If Council does not follow the court order, you could arguably be in contempt. Lastly, the Mayor reported that there were no changes to the City Council and the Clerk of Council budgets.

The Mayor stated that a special Council meeting will be held November 14 to review the Engineers Office, Public Works and the Water Treatment Plant budgets, and the Police and Fire department budgets will be reviewed during the regular meeting on November 21.

Director of Finance Kaufman explained that the Budget comments on page 28 regarding the TSEP grant that was just awarded will be put back in as well as a grant under Capital because we will receive a \$22,000 grant for the S. River Road Project. It was asked if we had increased expenditures this year due to visiting judges at Municipal Court. City Administrator Thornton explained that we spent a little less because of what the existing salary is versus visiting judges. Director of Law Howard added that visiting judges are paid by the Ohio Supreme Court, and we are billed in July for the past 12 months. He said it is in lieu of paying an employee so he did not know if it would be the same amount, although it might be less compensation than what we were paying the judge. Director of Finance Kaufman said she put the new judge's salary into Wages.

The Mayor also reported that the Farmers Markets are now over for the season and that there was a great turnout for Trick or Treat. She had great fun doing Karaoke at Calvert and thanked and thanked Tiffin University for the insight she got on a personal tour of the university that same day. She spent November 3 at NCOESC learning about all the services available in Seneca County for children in need.

Events:

- The Holiday Extravaganza will be held at Calvert on November 12.
- Family Fair Lights will begin Friday, November 17 at the Seneca County Fairgrounds.
- Mayor Iannantuono encouraged everyone to vote the next day.
- The 2022 Veteran of the Year Dinner will be held November 10 at the Green Springs.
- Friday, November 11 city offices will be closed for Veterans Day.
- November 24 will be the annual Turkey Trot starting at the AmVets shelter.

CLERK OF COUNCIL ANN FORREST: Clerk of Council Forrest reported that she received and has on file in her office the Petition to create the City of Tiffin (Seneca County), Ohio Energy Special Improvement District, Adopt a Special Energy Improvement Project Plan and request the Levy of a Special Assessment signed by Shirley Kear Valentine, owner of 6 E. Market Street, Tiffin, Ohio, and the Articles of Incorporation for creating the City of Tiffin (Seneca County), Ohio Energy Special Improvement District, Inc.

DIRECTOR OF FINANCE KATHY KAUFMAN: No report.

DIRECTOR OF LAW BRENT T. HOWARD: No report.

WRITTEN COMMUNICATIONS:

Finance Director's Request for Legislation #F22-45 to amend the 2022 Budget Ordinance 21-105 to appropriate funds into the Police Capital Budget (+\$11,000.00).

On file in Clerk of Council's office; legislation prepared under Ord 22-100.

Finance Director's Request for Legislation #F22-46 to amend the 2022 Budget Ordinance 21-105 to reduce funds in the American Rescue Plan Act Budget (various amounts).

On file in Clerk of Council's office; legislation prepared under Ord 22-101.

Finance Director's Request for Legislation #F22-47 to amend the 2022 Budget Ordinance 21-105 to appropriate additional funds into the General Fund Budget (\$325,000.00).

On file in Clerk of Council's office; legislation prepared under Ord 22-102.

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Finance Director's Request for Legislation #F22-48 to amend the 2022 Budget Ordinance 21-105 to appropriate additional funds into the General Fund Budget (\$12,000.00 + \$10,000.00).

On file in Clerk of Council's office; legislation prepared under Ord 22-103.

Letter from Judge Kevin Smith of Tiffin-Fostoria Municipal Court re 2023 Budget.

On file in Clerk of Council's office.

ORAL COMMUNICATIONS: None.

MOTIONS: None.

RESOLUTIONS:

Resolution 22-33, introduced by Daniel Perry and read for the first and only time required..

RESOLUTION APPROVING MAYOR'S APPOINTMENT OF DONALD SWARTZ TO SERVE A TERM ON THE FAIR HOUSING BOARD FROM THE EFFECTIVE DATE OF THIS RESOLUTION UNTIL DECEMBER 31, 2024.

Councilmember Perry moved for passage; Councilmember Thacker seconded.

Roll call vote was taken on the passage, and motion was approved 6-0.

Resolution 22-34, introduced by John Spahr and read for the first time.

A RESOLUTION APPROVING A PETITION, ARTICLES OF INCORPORATION, AND INITIAL PLAN FOR THE CITY OF TIFFIN (SENECA COUNTY), OHIO ENERGY SPECIAL IMPROVEMENT DISTRICT, AND DECLARING AN EMERGENCY.

Resolution 22-35, introduced by John Spahr and read for the first time.

A RESOLUTION DECLARING THE NECESSITY OF ACQUIRING AND CONSTRUCTING CERTAIN PUBLIC IMPROVEMENTS IN COOPERATION WITH THE CITY OF TIFFIN (SENECA COUNTY) AND THE OHIO ENERGY SPECIAL IMPROVEMENT DISTRICT AND DECLARING AN EMERGENCY.

ORDINANCES:

Ordinance 22-90, introduced by Steve Lepard and read for the third time.

ORDINANCE AUTHORIZING CITY ADMINISTRATOR TO EXECUTE AN ADDENDUM TO THE CITY'S CONTRACT WITH RUMPKE OF OHIO, INC. OR RELATED COMPANY FOR CURBSIDE RECYCLING AND TRASH HAULING FOR MUNICIPAL FACILITIES AND RESIDENTIAL UNITS TO EXTEND THE TERM OF THE CONTRACT THROUGH MARCH 31, 2028 WITH CERTAIN RATE ADJUSTMENTS.

Councilmember Lepard moved for passage; Councilmember Perry seconded.

Roll call vote was taken on the passage, and motion was approved 6-0.

Ordinance 22-91, introduced by Daniel Perry and read for the third time.

ORDINANCE AMENDING SECTION 149.032(C)(5) OF TIFFIN CODIFIED ORDINANCES ESTABLISHING A PATH BASED ON LAW ENFORCEMENT EXPERIENCE FOR SERGEANT CANDIDATES IN THE TIFFIN POLICE DEPARTMENT.

Councilmember Perry moved for passage; Councilmember Spahr seconded.

Roll call vote was taken on the passage, and motion was approved 6-0.

Ordinance 22-93, introduced by Kevin Roessner and read for the third time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$10,000.00 INTO THE WATER POLLUTION CONTROL CENTER LOAN FUND TO RETURN THE ADVANCE FROM THE SEWER REVENUE FUND.

Councilmember Roessner moved for passage; Councilmember Lepard seconded.

Roll call vote was taken on the passage, and motion was approved 6-0.

Ordinance 22-94, introduced by Cheyane Thacker and read for the second time.

ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT AN EASEMENT AND TAKE ALL OTHER ACTIONS NECESSARY TO ACQUIRE REAL PROPERTY RIGHTS FROM HEIDELBERG UNIVERSITY TO CONSTRUCT, USE, AND MAINTAIN A STORM WATER SEWER ALONG REBECCA STREET.

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Ordinance 22-97, introduced by Daniel Perry and read for the first time.

ORDINANCE ESTABLISHING THE RATE OF COMPENSATION FOR MEMBERS OF TIFFIN CITY COUNCIL EFFECTIVE CALENDAR YEAR 2024, AND DECLARING AN EMERGENCY.

Ordinance 22-98, introduced by Daniel Perry and read for the first time.

ORDINANCE ESTABLISHING THE RATE OF COMPENSATION FOR THE OFFICE OF MAYOR OF THE CITY OF TIFFIN FOR CALENDAR YEAR 2024 AND THEREAFTER AS REQUIRED BY CITY CHARTER, AND DECLARING AN EMERGENCY.

Ordinance 22-99, introduced by Daniel Perry and read for the first time.

ORDINANCE ESTABLISHING THE RATE OF COMPENSATION FOR THE OFFICE OF DIRECTOR OF LAW OF THE CITY OF TIFFIN FOR CALENDAR YEAR 2024 AND THEREAFTER AS REQUIRED BY CITY CHARTER, AND DECLARING AN EMERGENCY.

Ordinance 22-100, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$11,000.00 INTO THE POLICE CAPITAL BUDGET TO PURCHASE A BLOOD ALCOHOL CONTENT (BAC) MACHINE.

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

Roll call votes were taken on the suspension and passage, and both were approved 6-0.

Ordinance 22-101, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO REDUCE A TOTAL OF \$428,316.65 IN FUNDS IN THE AMERICAN RESCUE PLAN ACT BUDGET.

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

Roll call votes were taken on the suspension and passage, and both were approved 6-0.

Ordinance 22-102, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE \$325,000.00 INTO THE GENERAL FUND BUDGET FOR TRANSFERS TO THE CAPITAL IMPROVEMENT AND PUBLIC STREET FUNDS.

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

Roll call votes were taken on the suspension and passage, and both were approved 6-0.

Ordinance 22-103, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING 2022 BUDGET ORDINANCE 21-105 TO APPROPRIATE A TOTAL OF \$22,000.00 INTO THE GENERAL FUND BUDGET TO PAY AN INVOICE FROM THE CITY BOND COUNSEL.

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

Discussion: Director of Law Howard explained that for decades Squire Patton Boggs has been the bond counsel for the City when issuing bonds and other finance issues. In this matter they are actually our outside counsel on the Municipal Court issue.

Roll call votes were taken on the suspension and passage, and both were approved 6-0.

Ordinance 22-104, introduced by John Spahr and read for the first time.

AN ORDINANCE DECLARING IMPROVEMENTS TO CERTAIN PARCELS OF REAL PROPERTY LOCATED WITHIN THE CITY OF TIFFIN TO BE A PUBLIC PURPOSE AND EXEMPT FROM REAL PROPERTY TAXATION; REQUIRING THE OWNERS OF THOSE PARCELS TO MAKE SERVICE PAYMENTS IN LIEU OF TAXES; ESTABLISHING A MUNICIPAL PUBLIC IMPROVEMENT TAX INCREMENT EQUIVALENT FUND FOR THE DEPOSIT OF THOSE SERVICE PAYMENTS; SPECIFYING THE PUBLIC INFRASTRUCTURE IMPROVEMENTS TO BE MADE THAT DIRECTLY BENEFIT SUCH REAL PROPERTY; AUTHORIZING THE DISTRIBUTION OF THE APPLICABLE PORTION OF THOSE SERVICE PAYMENTS TO THE TIFFIN CITY SCHOOL DISTRICT AND VANGUARD-SENTINEL CAREER & TECHNOLOGY CENTERS; AND DECLARING AN EMERGENCY.

3911

Ordinance 22-105, introduced by John Spahr and read for the first time.

AN ORDINANCE AUTHORIZING THE CITY'S PARTICIPATION IN FINANCING SPECIAL ENERGY IMPROVEMENT PROJECTS; AUTHORIZING THE EXECUTION OF DOCUMENTS TO EFFECTUATE SUCH FINANCING; AND DECLARING AN EMERGENCY.

Ordinance 22-106, introduced by John Spahr and read for the first time.

AN ORDINANCE DETERMINING TO PROCEED WITH THE ACQUISITION, CONSTRUCTION, AND IMPROVEMENT, OF CERTAIN PUBLIC IMPROVEMENTS IN COOPERATION WITH THE CITY OF TIFFIN (SENECA COUNTY), AND THE OHIO ENERGY SPECIAL IMPROVEMENT DISTRICT AND DECLARING AN EMERGENCY.

Ordinance 22-107, introduced by John Spahr and read for the first time.

AN ORDINANCE LEVYING SPECIAL ASSESSMENTS FOR THE PURPOSE OF ACQUIRING, CONSTRUCTING, AND IMPROVING CERTAIN PUBLIC IMPROVEMENTS IN COOPERATION WITH THE CITY OF TIFFIN (SENECA COUNTY), AND THE OHIO ENERGY SPECIAL IMPROVEMENT DISTRICT AND DECLARING AN EMERGENCY.

OTHER BUSINESS:

President Boyle announced a special Council meeting on Monday, November 14, 2022 at 5:30 p.m. in Council Chambers to continue discussion of the 2023 Budget and any other business that may come before it. Director of Law Howard reminded Council members that the notice for this special meeting would be sent via email as per the change in the Charter.

Regarding the PACE and TIF ordinances, Councilmember Perry asked what would be the worst case scenario if they were passed under three readings and then the project went south. Director of Law Howard said this was discussed during the committee meeting, and there are two options: 1) based on what you know in December at the third reading, Council could table the ordinance and wait for the rest of the financing to catch up, and then based on the information received, Council could take the legislation off the table and vote it up or down; or 2) pass the legislation and if the project does not materialize, the legislation becomes ineffective because funds were not spent on HVAC. The TIF also has necessary expenses to be made so it also becomes ineffective. The City could come back and record legislation that it no longer is in effect because of these reasons. He suggested we wait and see what happens in December and the report from the private developer. Councilmember Perry asked if theoretically the developer could use these to his advantage and sell it to whole different developer. Howard said they are tied to the project so if the developer wanted to do something different it would be a whole rework and it would not hurt the property owner. Loan commitments, as well as private investments, could also be conditioned to this legislation happening.

Councilmember Roessner reported on the Honor Flight bus trip recently taken by area veterans to Washington D.C. He said he was proud to be a part of the group welcoming them back at the fairgrounds, and he asked people to take time on Veterans Day to thank them for their service. He added that Heidelberg University would host their annual Veterans Day Ceremony on November 11.

ADJOURNMENT: 8:26 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3912

COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Monday, November 7, 2022 at 6:45 p.m. in Council Chambers. Attending were Councilmembers Ken Jones, Steve Lepard, Daniel Perry, Kevin Roessner, John Spahr, Jr., and Cheyane Thacker; Vickie Wilkins was absent. Also attending were Mayor Dawn Iannantuono, City Administrator Dale Thornton, Director of Law Howard, Director of Finance Kathy Kaufman, and Director of Communications and Constituent Services Nick Dutro.

Mayor Iannantuono requested suspension of Ord. 22-100 to promptly order a blood alcohol machine replacing one that is 29 years old; Ord. 22-101 for budget cleanup for the sewer lines; Ord. 22-102 to appropriate funds for higher than expected revenue; and Ord. 22-103 to pay the invoice just received for our special counsel for the Municipal Court issue. Ords. 22-104 through 107 deal with TIF financing and will go the three readings. Director of Law Howard explained that the same was true for Res. 22-34 and Res. 22-35 which also deal with the Riverfront apartment building. During their three readings Council will hear about the progress of capital by the developer so they will want to gather information up until that point and depending on where the developer is at, they may want to table it at the first meeting in December. Attorney David Rogers could not attend the evening's meeting, but he or someone else will attend the next two meetings to answer questions about the project.

Director of Law Howard also recommended that Ords. 22-97, 22-98 and 22-99 regarding compensation for elected officials be read at three separate meetings before the vote.

ADJOURNMENT: 6:50 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3916

NOVEMBER 21, 2022 – 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: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Kevin Roessner (3rd Ward), Daniel Perry (4th Ward), Vickie Wilkins (At Large), Cheyane Thacker (At Large) and John Spahr, Jr. (At Large). Also attending were Mayor Dawn Iannantuono, City Administrator Dale Thornton, Director of Law Brent Howard, Director of Finance Kathy Kaufman, Police Chief David Pauly, Fire Chief Rob Chappell, and Director of Communications and Constituent Services Nick Dutro.

MINUTES: The minutes for the November 7, 2022 Regular and Committee of the Whole Meetings, as well as the minutes for the November 14, 2022 Special Meeting, were approved as written.

COMMITTEE REPORTS: No reports.

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

REPORTS OF THE OFFICERS

MAYOR DAWN IANNANTUONO:

Mayor Iannantuono introduced Fire Chief Chappell, who presented Hope Love with the Distinguished Citizen Award. Love had participated in the fall campus fire safety program at Tiffin University for resident advisors and was trained in the use of fire extinguishers. At 3:45 a.m. on November 13th, she quickly acted to extinguish a fire in one of the dorm rooms at Friedley Hall.

TSEP President & CEO Aaron Montz announced that Hobby Lobby would be investing \$4 million in a new 60,000 SF store at the Tiffin Mall; they expect to hire 60 full time and 20 part-time employees. The store would occupy all the space from Planet Fitness through the old JC Penney. The project is contingent on the approval by City Council and Tiffin City and Sentinel-Vanguard Schools of a CRA agreement for a five-year abatement of 50% of the newly created property taxes that would allow them to make improvements to their property. The plan is similar to CRA #5 that was put in place several years ago in that area.

Mayor Iannantuono read a proclamation that she would be presenting to U.S. Army World War II veteran Robert B. Putnam in honor of his 100th birthday on November 24.

Ryan Poignon, Chair of the Tiffin Municipal Arts Commission, addressed Council regarding their first year's work with an initial \$10,000 budget from the City. He said they did the Traffic Control Box Art Project, with the artwork by local artists and students printed by MLAD at a cost of \$250 each. Also, the 18 artists chosen for the project received \$100 each from the Commission. They also gave the Creative Citizen Award to Mary Lewis and held three artist markets on Court Street on Third Thursdays. He explained that the Ohio Arts Council granted them a small amount towards the art boxes, but it hurt their being an entity under Tiffin and they did not get a full grant; the majority of the cities separate the two entities. Since the balances do not transfer over to the next year, they will need to secure additional funding with plans to focus on Frost Parkway and the River Wall. He provided Council with information on the Toledo Arts Commission which was created in 1959, making it the longest standing in Ohio. They later became their own entity with a 1% allocation of funds for the art program, and he proposed that that Tiffin do the same for 2023 funding. *President Boyle referred the matter to the Recreation and Public Property Committee.*

The Mayor then continued with discussion of the 2023 Police and Fire Department Budgets. She noted that both Chiefs had worked very hard to get the contracts and salaries of new hires up to what is currently to be competitive. There has been a reduction in overtime, uniforms and other costs.

Police Chief Pauly explained that he had removed funding from his budget for the police dog because it costs more than the purchase of the dog to take care of it. Councilmember Thacker asked why the line item for mental health had been over \$6,000 but was now zero. Chief Pauly explained that it had been in there at one time when pursuing mental health check-ins, but HR has taken that over so it came out.

3917

Councilmember Perry asked about the need for a police dog and how often it was used. Chief Pauly said it was a valuable tool but the initial purchase and training costs are the highest, and then it takes approximately \$3,000 to feed and care for it. City Administrator Thornton said the last canine retired in 2017, and they would like to put the pieces together including which police officer wants to be the handler and then getting him the training; once they have the important parts in place they will get it in the budget. Chief Pauly stated that a dog usually works five to eight years, depending on the dog, and Mayor Iannantuono noted it was important in protecting our men. Director of Finance Kaufman explained that there had been an update on page 48 for \$331,000 to purchase a vehicle for the CRT and due to increased costs they are making the purchase next year. To Councilmember Perry's question about how the SUV's had been working out, Chief Pauly said that the trucks are great for space and loading, and the officers are divided 50-50 on them. They are not good for quick maneuvers in the downtown area, so the next vehicle will be an Explore or smaller.

Fire Chief Rob Chappell spoke about his budget and said he had worked hard on negotiations to be able to retain personnel and make salaries more competitive for new hires. His budget is very similar to years past, with some of the increases coming from protective clothing, vehicle maintenance and professional services. The protective clothing line has a slight increase to \$5,600 since turnout gear has increased in price exponentially; this will allow the purchase of 4-5 sets as NFPA standards require they be replaced after 10 years. The vehicle parts line is the same. Maintenance was increased from \$35,000 to \$40,000 because the newest 2019 ambulance is at Tiffin Ford with no motor, and they are working on procuring a new motor and exhaust system. The Seneca County Commissioners are allowing us to borrow one in the meantime. They also have a couple of repair items needed on Engine 1 at a cost of \$7,000-\$8,000. With the increase in call volume there has been more wear and tear. The Professional Services line increased for paying the new medical director with the retirement of Dr. Fitzpatrick. They have partnered with NCO at St. Vincent's that provide service to over 80 fire departments. There is also funding allocated in the line for requesting RFQs from architectural design firms to look seriously at the design of the new fire station; they will do an analysis of the calls and response times in the city. They are looking at the Third Ward. Station 1 has been outgrown and there are some structural and safety issues. They will get started next year on this multi-year project. Under the Capital lines, the fire station remodel budget of \$5,700 was zeroed out since they have made updates to both stations over the past several years, and he thanked the previous administration for it. There is \$32,000 in the fire equipment line for a Stryker push button cot for use in ambulances like they first got through a BWC grant in order to reduce back injuries. Councilmember Spahr asked if he was looking at another BWC grant for this; he said he was, but it was opened up again and replacing one with another is not acceptable. Councilmember Perry asked if he saw the need for more firefighters after the recent five new hires. Chief Chappell said the new ones are doing a fantastic job, and that brings us to 34, but ideally he would like 36. They still have a pending SAFER Grant request through FEMA for two position for three years and the grant would be all expenses paid. If approved, it would fill the department and bring all three crews back to 12. Councilmember Leopard asked when the next vehicle replacement would be. Chappell said the 2005 Seagrave took a big hit this year on vehicle maintenance, but the problem is that when you rotate, normally it would move to Station 2 but there is no space to park it with the ambulance. They will keep it in reserve status as they are allowed to keep it for up to 25 years. The new ambulance was ordered with ARPA funds but with a 24 month lead time realistically it won't be received until 2024.

Mayor Iannantuono reported that since the last Council meeting she had attended a Celebrate Youth Tiffin Rotary meeting, welcomed five new firefighters on November 16, officiated one more wedding and attended Tiffin University's International Flag Ceremony welcoming 33 new international students.

Events:

- Family Fair Lights can be seen weekends at the Seneca County Fairgrounds.
- Thanksgiving Day the annual Turkey Trot will start at 8:00 a.m. from the AmVets Shelter.
- City Hall will be closed November 24 and 25.
- The Christmas tree lighting will be Friday, December 2 at 5:15 p.m.
- The first Kris Kringle Mrkt will be held downtown December 2 and 3.
- The Kiwanis Christmas Parade will be Saturday, December 3 at 11:00 a.m.

CLERK OF COUNCIL ANN FORREST: Clerk of Council Forrest reported that she has on file in her office the forms of the Tax Lien Agreement and Cooperative Agreement that are mentioned in Ord. 22-105 for the Tiffin River Front Project.

3918

DIRECTOR OF FINANCE KATHY KAUFMAN:

Director of Finance Report for the month ending:	OCTOBER 31, 2022
Total Receipts for the month:	\$3,693,546.19
Total Expenses for the month:	\$3,000,737.74
The General Fund unencumbered balance:	\$5,585,585.98

The income tax receipts for October 2022 were \$1,128,243.41. The total annual increase in income tax collections for October 2022 compared to October 2021 is \$327,257.19. Year to date income tax receipts are up 15.09%.

The .25% portion of income tax receipts that was transferred into fund 215 for public streets for October 2022 is \$140,518.01.

The unexpended balance for all funds is **\$37,448,235.46**, which is the same as the bank balances for the same time period.

Councilmember Jones asked about the Central Ohio Farmers Co-op payment for \$5,000; Finance Director Kaufman explained that it was for our fuel consumption for all city vehicles.

He also asked about three checks to TSEP cashed in October. Director of Finance Kaufman explained that the first was for their normal monthly charge of \$10,000; the second for \$30,000 was for CDBG administrative services; and the third was for the City's share of the Snowflake Project.

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

DIRECTOR OF LAW BRENT T. HOWARD:

Director of Law Howard reported on the Tiffin River Front Project under Res. 22-34 and Res. 22-35, as well as Ords. 22-104 through 22-107. Ord. 22-104 requires notice to Tiffin City Schools and to Vanguard-Sentinel 14 days prior, and TSEP's Aaron Montz delivered it today and received signed receipts from the schools that are on file in the Clerk's office. Attorney David Rogers of Columbus represents the developer and was present to answer any questions. Councilmember Perry asked Mr. Rogers if he had an update. He explained that they have now received the PACE term sheet for the PACE loan, and the interest rate is favorable for 50 semi-annual payments over 25 years. The letter of commitment from the lender should be available in December. Councilmember Perry asked if he had a timeline on the building. Rogers said if everything goes as planned, it would be at least a one-year process, and they expect the groundbreaking to be before January 2024. The goal is to buy the property by the end of the year. They are looking to the lenders to tell them they are ready to proceed. Director of Law Howard said Rogers would attend the December 5th meeting with more information.

WRITTEN COMMUNICATIONS:

Mayor's Request for Legislation #22-43 – CRA Agreement with Suder Pierson Properties

Referred to Lac & Community Planning Committee

Mayor's Request for Legislation #22-44 – Renewal of Farming Lease

Referred to Recreation & Public Property Committee

Mayor's Request for Legislation #22-45 – Reappointment to Local Income Tax Board of Review (G. Reinhart)

Referred to Personnel & Labor Relations Committee

Mayor's Request for Legislation #22-46 – Reappointment to Fair Housing Board (Carol Hammer)

Referred to Personnel & Labor Relations Committee

Mayor's Request for Legislation #22-47 – Reappointment to Park and Recreation Board (Susan Jones Bour)

Referred to Personnel & Labor Relations Committee

Mayor's Request for Legislation #22-48 – Reappointment to Architectural Board of Review (John Huss)

Referred to Personnel & Labor Relations Committee

Mayor's Letters of Appreciation (Marsha Hampshire, Jodie Reinbolt, David Young)

On file in Clerk of Council's office.

Revised Exhibit B to Ord. 22-104 – *To be considered for review at the next Council meeting.*

ORAL COMMUNICATIONS: None.

3919

MOTIONS:

- A) Councilmember Spahr moved to have the Director of Law prepare the Budget legislation; Councilmember Perry seconded.

Discussion: Director of Law Howard explained that the Budget ordinance and related items that need to be approved should be ready at the next meeting. President Boyle said the first reading would be at the first meeting in December and the second at the special meeting to be held on Monday, December 12 at 4:40 p.m.

Voice vote was taken on the motion, and it was approved 7-0.

RESOLUTIONS:

Resolution 22-34, introduced by John Spahr and read for the second time.

A RESOLUTION APPROVING A PETITION, ARTICLES OF INCORPORATION, AND INITIAL PLAN FOR THE CITY OF TIFFIN (SENECA COUNTY), OHIO ENERGY SPECIAL IMPROVEMENT DISTRICT, AND DECLARING AN EMERGENCY.

Resolution 22-35, introduced by John Spahr and read for the second time.

A RESOLUTION DECLARING THE NECESSITY OF ACQUIRING AND CONSTRUCTING CERTAIN PUBLIC IMPROVEMENTS IN COOPERATION WITH THE CITY OF TIFFIN (SENECA COUNTY) AND THE OHIO ENERGY SPECIAL IMPROVEMENT DISTRICT AND DECLARING AN EMERGENCY.

ORDINANCES:

Ordinance 22-94, introduced by Cheyane Thacker and read for the second time.

ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT AN EASEMENT AND TAKE ALL OTHER ACTIONS NECESSARY TO ACQUIRE REAL PROPERTY RIGHTS FROM HEIDELBERG UNIVERSITY TO CONSTRUCT, USE, AND MAINTAIN A STORM WATER SEWER ALONG REBECCA STREET.

Councilmember Thacker moved for passage; Councilmember Roessner seconded.

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

Ordinance 22-97, introduced by Daniel Perry and read for the first time.

ORDINANCE ESTABLISHING THE RATE OF COMPENSATION FOR MEMBERS OF TIFFIN CITY COUNCIL EFFECTIVE CALENDAR YEAR 2024, AND DECLARING AN EMERGENCY.

Ordinance 22-98, introduced by Daniel Perry and read for the second time.

ORDINANCE ESTABLISHING THE RATE OF COMPENSATION FOR THE OFFICE OF MAYOR OF THE CITY OF TIFFIN FOR CALENDAR YEAR 2024 AND THEREAFTER AS REQUIRED BY CITY CHARTER, AND DECLARING AN EMERGENCY.

Ordinance 22-99, introduced by Daniel Perry and read for the second time.

ORDINANCE ESTABLISHING THE RATE OF COMPENSATION FOR THE OFFICE OF DIRECTOR OF LAW OF THE CITY OF TIFFIN FOR CALENDAR YEAR 2024 AND THEREAFTER AS REQUIRED BY CITY CHARTER, AND DECLARING AN EMERGENCY.

Ordinance 22-104, introduced by John Spahr and read for the second time.

AN ORDINANCE DECLARING IMPROVEMENTS TO CERTAIN PARCELS OF REAL PROPERTY LOCATED WITHIN THE CITY OF TIFFIN TO BE A PUBLIC PURPOSE AND EXEMPT FROM REAL PROPERTY TAXATION; REQUIRING THE OWNERS OF THOSE PARCELS TO MAKE SERVICE PAYMENTS IN LIEU OF TAXES; ESTABLISHING A MUNICIPAL PUBLIC IMPROVEMENT TAX INCREMENT EQUIVALENT FUND FOR THE DEPOSIT OF THOSE SERVICE PAYMENTS; SPECIFYING THE PUBLIC INFRASTRUCTURE IMPROVEMENTS TO BE MADE THAT DIRECTLY BENEFIT SUCH REAL PROPERTY; AUTHORIZING THE DISTRIBUTION OF THE APPLICABLE PORTION OF THOSE SERVICE PAYMENTS TO THE TIFFIN CITY SCHOOL DISTRICT AND VANGUARD-SENTINEL CAREER & TECHNOLOGY CENTERS; AND DECLARING AN EMERGENCY.

3920

Ordinance 22-105, introduced by John Spahr and read for the second time.

AN ORDINANCE AUTHORIZING THE CITY'S PARTICIPATION IN FINANCING SPECIAL ENERGY IMPROVEMENT PROJECTS; AUTHORIZING THE EXECUTION OF DOCUMENTS TO EFFECTUATE SUCH FINANCING; AND DECLARING AN EMERGENCY.

Ordinance 22-106, introduced by John Spahr and read for the second time.

AN ORDINANCE DETERMINING TO PROCEED WITH THE ACQUISITION, CONSTRUCTION, AND IMPROVEMENT, OF CERTAIN PUBLIC IMPROVEMENTS IN COOPERATION WITH THE CITY OF TIFFIN (SENECA COUNTY), AND THE OHIO ENERGY SPECIAL IMPROVEMENT DISTRICT AND DECLARING AN EMERGENCY.

Ordinance 22-107, introduced by John Spahr and read for the second time.

AN ORDINANCE LEVYING SPECIAL ASSESSMENTS FOR THE PURPOSE OF ACQUIRING, CONSTRUCTING, AND IMPROVING CERTAIN PUBLIC IMPROVEMENTS IN COOPERATION WITH THE CITY OF TIFFIN (SENECA COUNTY), AND THE OHIO ENERGY SPECIAL IMPROVEMENT DISTRICT AND DECLARING AN EMERGENCY.

OTHER BUSINESS:

President Boyle announce a special Council meeting on Monday, December 12, 2022 at 4:30 p.m. in Council Chambers for the reading of the 2023 Budget ordinance, and any other business that may come before them.

Councilmember Wilkins announced a Recreation & Public Property Committee meeting on Monday, November 28, 2022 in Council Chambers at 4:30 p.m. to discuss Mayor's Request for Legislation #22-44 regarding the renewal of the farming lease, the TMAC 1% allocation request, and any other business that may come before them.

Councilmember Lepard announced a Law & Community Planning Committee meeting on Monday, November 28 2022 in Council Chambers immediately following the Recreation & Public Planning meeting to discuss the CRA Agreement with Suder Pierson Properties, and any other business that may come before it.

Mayor Iannantuono said she has been repeatedly asked about the pay raises and wanted to clarify that they would go into effect on January 1, 2024, so neither she nor anyone seated there would get a raise unless they were voted in for office for 2024.

ADJOURNMENT: 8:13 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3921

COMMITTEE OF THE WHOLE:

The regular Committee of the Whole meeting was held Monday, November 21, 2022 at 6:45 p.m. in Council Chambers. Attending were Councilmembers Steve Lepard, Ken Jones, Kevin Roessner, Daniel Perry, Vickie Wilkins, Cheyane Thacker and John Spahr, Jr. Also attending were Mayor Dawn Iannantuono, City Administrator Dale Thornton, Director of Law Howard, Director of Finance Kathy Kaufman, Police Chief David Pauly, Fire Chief Rob Chappell and Director of Communications and Constituent Services Nick Dutro.

No suspensions were requested.

President Boyle announced that the board reappointments would be assigned to Councilmember Perry, and the Mayor's Request for Legislation regarding the farm lease renewal would be assigned to Councilmember Wilkins' committee.

Regarding the Revised Exhibit B to TIF Ord. 22-104, Director of Law Howard explained that there may be minor changes to the TIF ordinance so we should wait and hold the revised exhibit for the next meeting. Revised Exhibit B specifically mentions parking, and the description in general terms is based on what the law allows regarding improvements for TIF funding. It was not mentioned in the package previously but is now included. It is adjacent to the River Front Project, and there might be funding to use for improving the parking lot. Through emails it was agreed it might be appropriate to wait until the next meeting to discuss. Councilmember Lepard asked if they could amend and table the ordinance; Howard advised that it could be done before reading the ordinance at the next meeting. He added that David Rogers was in attendance and would also be at the next one to answer any questions.

Councilmember Wilkins announced a Recreation & Public Property Committee meeting to be held Monday, November 28, 2022 at 4:30 p.m. in Council Chambers to discuss Mayor's Request for Legislation #22-44 regarding the farming lease renewal, and any other business that may come before it.

Councilmember Lepard announced a Law & Community Planning Committee meeting on Monday, November 28, 2022 immediately following the 4:30 p.m. Recreation & Public Property Committee meeting to discuss the CRA Agreement with the Suder Pierson Properties, and any other business that may come before it.

ADJOURNMENT: 6:38 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

DECEMBER 5, 2022 – REGULAR MEETING

Tiffin City Council met for its first meeting of the month in accordance with Codified Ordinance Section 121.03. President Pro Tem Lepard opened the meeting at 7:01 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: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Kevin Roessner (3rd Ward), Daniel Perry (4th Ward), Vickie Wilkins (At Large), Cheyane Thacker (At Large) and John Spahr, Jr. (At Large). Also attending were Mayor Dawn Iannantuono, City Administrator Dale Thornton, Director of Law Brent Howard, Director of Finance Kathy Kaufman, and Director of Communications and Constituent Services Nick Dutro.

MINUTES: The minutes for the November 21, 2022 Regular and Committee of the Whole Meetings were approved with the following correction: On page 3919, Ord. 22-97 should be “read for the second time”.

COMMITTEE REPORTS:

Councilmember Lepard reported that a Law & Community Planning Committee meeting was held Monday, November 28 at 5:06 P.M. in City Council Chambers for the purpose of discussing the Mayor’s Request for Legislation #22-43, a CRA Agreement with Suder Pierson Properties LLC. Attending were Committee Members Steven Lepard, Dan Perry and Vickie Wilkins, Mayor Dawn Iannantuono, Director of Law Brent Howard, Nick Dutro, Director of Communications & Constituent Services and Aaron Montz, President & CEO, Tiffin-Seneca Economic Partnership, Councilmembers Ken Jones and Cheyane Thacker. Aaron Montz informed the committee that property owner Suder Pierson Properties LLC has applied for a Community Reinvestment Area (CRA) tax exemption. This agreement would abate 50% of taxes on an estimated \$4 million improvement to the property over five years. The property is the Tiffin Mall and improvements are to include a new storefront, refreshed common areas and parking lot maintenance along with improvements to the former anchor JC Penney and another 30,000 square feet of dead retail space. The new store will be 60,580 square foot. Hobby Lobby will be the tenant if the CRA request is approved by Tiffin City Council and Tiffin City Schools. Sixty full time and twenty part time employees will be employed with an estimated payroll of 2.5 million dollars per year. The project will begin July 2023 and be completed October 2023 pending approval of the CRA agreement. Mr. Montz reported that this project has been in process for the last 12 to 14 months and the project is contingent upon passage of the CRA. Committee member Perry asked if the Tiffin Mall owners anticipate the domino effect with other businesses seeking space; Montz reported that discussions are a strong possibility. Councilmember Thacker asked about wages; Montz reported that is not the responsibility of the Mall owners but the information of payroll and the employee head count is contained in the proposed agreement. Committee member Perry introduced a motion authorizing the Director of Law to prepare legislation to authorize the CRA agreement with an emergency included; the motion was seconded by committee member Wilkins and ordered by a vote 3-0. With no further business the meeting adjourned at 5:17 P.M. Respectfully submitted, Steven K. Lepard, Chairman.

Due to its length, Councilmember Wilkins gave a summary of the following written report: The Recreation and Public Property Committee was held on Monday, November 28, 2022 at 4:30 p.m. in Council Chambers to discuss Mayor’s Request for Legislation #22-44 regarding the farming lease renewal, the TMAC 1% allocation request, and any other business that may come before them. Attending were committee members Ken Jones, Dan Perry and Vickie Wilkins. Mayor Dawn Iannantuono, Director of Law Brent Howard, Nick Dutro, Director of Communications & Constituent Services, Aaron Montz, President & CEO, Tiffin-Seneca Economic Partnership and Nick Consolo from Tiffin Municipal Art Commission, Councilmembers Steve Lepard and Cheyane Thacker.

Councilmember Wilkins read the request for Legislation #22-44 regarding the farming lease renewal. The City of Tiffin’s lease for farming the undeveloped property at Eagle Rock Business Park is up at the end of the year, and the farmer who has leased the land since 2013 is interested in a renewal. With the development of the most recent spec building the property is now approximately 37.5 acres of tillable land, which would be rented at \$250 an acre for a term of 3 years. I am asking that City Council direct the Law Director to prepare legislation and approve the leave to begin Jan. 1, 2023. Councilmember Wilkins shared Council President Boyle had emailed Law Director Howard before assigning this to our committee and here was his reply: “Since Eagle Rock Business Park was created about 20 years ago, the City has rented the property for farming purposes for a small amount of income and to keep the weeds down. We only allow the planting of wheat and beans so any potential buyer can see the lay of the land. About 37.5 acres of tillable land are still owned by the City. The current farmer has expressed a willingness to continue the lease for 3 years which is what we want. He has been easy to work with as we have

sold property and transitioned property from farming to industrial use. I suggest referring the request to the Recreation & Public Property Committee to review the matter and recommend legislation to approve the extension of the existing lease for 3 years.” Director Howard underscored the farmer has been very cooperative and it is helpful because development moves at different pace and it is not always clear when the crops will be taken by development and he’s been easy to work with and helpful to us and the developers. Law Director also shared that they checked the rent of \$250 per acre and that is a fair market rent for farm property in that area for tillable land and said we are getting a good value. He continued to share based on what was shared in the communication prior and today that he recommends moving forward. The administration endorses a 3 year lease with those terms. We will still have income. We can still market Eagle Rock. Councilmember Perry asked if a developer wants to come in and buy or develop on the 37 acres if there was something in the lease that would allow us to do this. Law Director stated we always reserve that right. Depending on the timing we may need to pay expenses for planting to that date. We try to plan that out during the year so we do not have to do that. Councilmember Jones asked if \$250 was a fair price and did we shop around but that was already explained by Law Director Howard and then he stated he had the same question as Councilmember Perry that if someone wanted to develop on the land if they could. Councilmember Wilkins introduced a motion authorizing Director of Law to prepare legislation authorizing the Mayor to sign a lease of a portion of Eagle Rock Business Park for farming purposes. The motion was seconded by Councilmember Perry and ordered by a 3-0 vote.

Councilmember Wilkins discussed the TMAC 1% allocation request. On Monday 11/21, Ryan Poignon presented the Tiffin Municipal Arts Commission Year in Review. Some highlights include: City gave them a \$10,000 initial budget, 7 commissions were selected from a pool of interested candidates, They were able to complete 18 traffic controller boxes at \$250 each, Started Tiffin Art Week, Gave out the Creative Citizen Award, Hosted a (free) Art Camp, Established Court Street Art Market in coordination with 3rd Thursdays in Downtown, Established 2 grants. Some Takeaways/Challenges shared was a reluctance to fund the grant (for the traffic controller boxes) with it being submitted by the City instead of another entity or independent artist and he stated: “We expect future applications will be similarly scrutinized, and fear this may make it difficult to raise funds for larger projects through grants from the OAC or NEA.” He requested, we would like to have a One Percent for the Art program considered similar to Toledo’s. Councilmember Wilkins presented some research based on the One Percent for the Art program. According to the Art Commission website a 1977 ordinance that set aside one percent of Toledo’s Capital Improvement Budget for the purchase, conservation, and public education of art. The Arts Commission is a 501(c)3 nonprofit organization founded in 1959. Councilmember Wilkins also stated she reached out to Director of Finance Kathy Kaufmann and asked her for the number we would be looking at if we were to consider this and she shared, “If we give TMAC 1% of our capital budget, that may cause further strain on that area. I do not have the capital budget memorized for 2022, but I believe that 2023 is around 1.4 million, which would give TMAC \$14,000.” Councilmember Wilkins stated that we are not too far off the 1% and that this being a first year program and only being \$4,000 off is pretty good. TMAC is currently budgeted \$10,000. Councilmember Wilkins continued to share Director of Finance’s reply which continued, “I think that we can revisit the budget amount each year for TMAC, and if we are able to, we can increase the amount at that time. In my opinion, with the current capital needs that we have, I would not recommend granting this request.” Councilmember Wilkins directed a question to Nick Consolo representing TMAC in the audience and asked if Ryan Poignon was aware that Toledo Art Commission was a 501(c)3 and he stated yes. He said it started under the city initially and then moved to a nonprofit in 1992. He stated that the city owns any public art that is generated by that nonprofit. Councilmember Wilkins directed another question to Consolo asking what is TMAC looking for other than the 1%? Do they want to start a 501(c)3 or do they want stay under the city? The goal was unclear. Consolo stated that they are getting requests from the public for murals and sculptures and both of those start at around \$20,000 and if we were to get a 1:1 matching grant that would use the entire budget for the year. Second, if they do not spend the money allocated they lose it. They don’t believe they can do long term projects year over year. They are hoping for a 1% guarantee allocated to them so they can plan for long term projects. He thanked Council for approving the \$10,000 for next year but they are getting requests from the public that are double what they are allocated. They are looking for ideas. Consolo also stated on a video with OAC they had reluctance giving money to a municipality and spoke for about 2 minutes on it. He said other municipalities asked for funding and were denied so we were thankful to receive the funding. We did get a matching grant from them. They are trying to find ways to work with the City and they are very grateful for the opportunity to make sure we can prolong this and strategize for the future. Councilmember Perry asked if any money that they don’t use, what happens. Mayor Iannantuono answered it goes back into the budget. Nick Dutro continued to explain that it goes back into the general fund because it comes from the general fund. Councilmember Perry said he understands the frustration TMAC is facing and asked if there was another way to structure the budget so they can carryover funds year to

year. Law Director Howard stated no, not with the City budget. He continued and asked if TMAC was looking to change their structure and become a 501(c)3. Consolo said, no it was not their preference. He said they have noticed a fall off from interest to some degree because when entertaining ideas, murals always came up and then people realized it was not a possibility to do them with the budget. He said they are trying to work together to meet the public expectations. He said they are not actively pursuing it but it is an option if this hurdle remains in their way. Law Director Howard stated that if you were to create a private, non-profit, do you know how they would interact with the City, the art, the use of public places? He said he wanted to understand how that would work. Consolo said they have looked at Toledo and Yellow Springs. His understanding was that their mandate was if someone wanted a mural that they are a body that maintenance is considered and it is appropriate for a public space. The City hands it off to the non-profit that was given the 1% from the City and that non-profit uses those funds that were allocated and can pursue grants. Since they are separate they can pursue this over time. The non-profit can fundraise separately and pursue private grants that are not available to municipalities. The City can own the art. The entity could help maintain the art. The non-profit would report back to the City any time public money has been spent and projects have been completed. Just like the traffic boxes, there will also be annual maintenance review of all art. Law Director Howard asked for non-profits in places like Toledo or Yellow Springs do they work on public art on public property or do they also get involved with art that is on private property that is open and available to the public? Consolo replied the core mandate for the Toledo Art Commission is public art is the main focus. There is grants available for private space but the majority of the art is for public. Stated their website breaks it down very well. Law Director Howard asked, so the funding sources they would like to disperse money to is a private entity knowing that it will be used for public property, correct? Consolo replied, yes. Law Director stated he is trying to understand the structure of it. It is up to the City. He offered to help set up the non-profit. He said if it helps all of us, it makes sense to him. Law Director asked in the 2 minute video Consolo mentioned earlier why they are reluctant to give funding. Consolo stated that the Ohio Arts Council read each proposal and they said it looks like it is the City of Tiffin asking for money. He said he can email us some grants that state municipalities are excluded from consideration. He continued, it was not expecting it and wanted to report back to the City that these are the hurdles they are running into and they want to deliver on the mandate as they see it and wanted to find a way to be successful. Councilmember Lepard said the City of Bucyrus has many beautiful murals and asked Consolo if he knew how they were funded? Consolo said he did not know. Councilmember Jones said Fostoria has metal sculptures and metal bicycles in their downtown and asked if they had an arts council? He said the sculptures are for sale. Consolo said they do have an arts council but he is not aware of the structure. He stated they did work with an art vendor that prebuilds the sculptures that can be offered at a cheaper price point but his understanding if you drive to other cities they are cookie cutter sculptures and are not unique. Councilmember Perry asked if they are able to fundraise? Consolo said that as long as the money comes in through the City Administrator and is personally written. Councilmember Perry said he can see fundraising being huge for this group and he said he doesn't see TMAC needing to be under the City and would be much better as a 501(c)3. Just like TSEP, having a close relationship with the City and working hand in hand. He urges TMAC to form what kind of relationship you envision, go back to arts commission and write down your thoughts and how your 501(c)3 would be structured and what you expect from the City. The process if a mural is going up and how the city would approve that. He can see us working hand in hand. He is not in favor of tying a percentage to what is allocated. He sees the benefit of splitting off and controlling your funds how you see fit, be able to long term plan and not have a budget that you have to rely on the City to manage. Councilmember Wilkins echoed Councilmember Perry that she believed they could do so much more as a 501(c)3. She mentioned that earlier Consolo said he was looking for a guarantee, and she said they we cannot give a guarantee but we can meet yearly as we do now and say what we can do each year.

Mayor Iannantuono mentioned she looked at increasing it this year but it was asked that each department head cut back this year so we were unable to increase it. She said she looks at the money as seed money and then raise money for their projects. She said she did meet with Ryan when she first started in office and she suggested looking at working with local companies for specific projects and channel themselves. She is not comfortable with taking money out of the Capital Funds at all. We have ambulance needs. Funds are set aside for Capital improvements and equipment so this is why it is out of the General fund. Councilmember Lepard said he doesn't want them solely dependent on City money. Many years ago we had to make budget cuts and there was a cut he absolutely hated and that was getting rid of crossing guards. 20 years later we still don't have crossing guards. We tried to work with the school system to keep them but we were unsuccessful. That was something that hurt him that he thought was important. He would hate if several years down the road we wouldn't have money for them and would it disband TMAC? He thinks \$10,000 may not seem like much but if something hits, you are counting every penny and \$10,000 becomes important. Law Director Howard said he would be more than happy to help

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and the City agrees to help set you up as a 501(c)3 if the commission members agree. You need to come back to the City and talk about that because City Council established the commission by Ordinance and that's how you get your authority now. So if you set up as a private entity the current commission still exists so you need to coordinate that effort. He said again he would be happy to set them up as a non-profit and get the tax exempt status that it sounds like you need and may want. He went on to say Ohio Arts Council is a state agency that gives out public money and their council members are appointed by the Governor like what we are doing here but on the state level, so it is interesting why they are reluctant to give money to the City for a particular purpose that deals with public art and we would have to honor that and accept it with restrictions and spend it for that purpose and he is not sure why they don't like to do that. There may be other reasons. But again he is more than happy to help. Nick Dutro said the idea behind the arts commission was channel public art projects and keep them from being one-off projects, especially on public grounds and infrastructures that could be harmful. That would need to be ironed out in the agreement that TMAC would still continue to be the voice in channeling those projects so that they work for the benefit of the citizens and the artists and we are not having situations that we are having public art go up that could be detrimental to our public infrastructure. Councilmember Wilkins directed to Consolo that he should go back to TMAC and they need to decide if they would like the Law Director's assistance in setting up a 501(c)3 or would like to discuss more with Council. It seems that we all agree that is the route we think you should go but please feel free to come back and discuss further. Nick Dutro said the question on funding should be discussed if they continue to be under the City. Right now the money comes in through the general fund but we also have bed tax money that comes in that could be considered as a funding mechanism that is earmarked for beautification and how that can be used. This is something this administration or next administration could discuss.

Councilmember Wilkins opened up for any more discussion. With no further business the meeting adjourned at 5:05 P.M. Respectfully submitted, Vickie Wilkins, Chairman.

President Pro Tem Lepard announced that no additional Committee of the Whole meeting would be scheduled.

REPORTS OF THE OFFICERS

MAYOR DAWN IANNANTUONO:

Mayor Iannantuono asked for Council to go into Executive Session regarding the employment of personnel. *Councilmember moved to enter into Executive Session to discuss the employment of a City employee; Councilmember Roessner seconded.* Council entered into Executive Session at 7:15 p.m. and returned at 7:28 p.m. Roll call vote was taken and all seven members were present.

The Mayor read a proclamation declaring December 9th as Ronald McDonald House of Northwest Ohio Day in honor of its 40th anniversary. The Mayor said it has served over 420 families in Seneca County and has provided over 5,250 nights of stay for those families.

She reported that the three-year union contracts commencing in 2023 were up for their first reading that evening. She also reminded everyone of the Special Council Meeting to be held December 12th at 4:30 pm for the second reading of the 2023 Budget.

Mayor Iannantuono commended all the people that helped with the first Kris Kringle Mrkt downtown, which was a great evening and very well attended, as was the Christmas Parade on Saturday.

The Mayor congratulated Judge Rhonda Best for being sworn in as the new Tiffin-Fostoria Municipal Court judge. She also reminded everyone to Shop Local and that the Family Fair Lights continue on the weekends at the Seneca County Fairgrounds.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN: No report.

DIRECTOR OF LAW BRENT T. HOWARD:

Director of Law Howard reported that Ord. 22-109 in the packet had a couple of typos, which were corrected on the original copy to be introduced for its first reading, so no amendment would be required. Page 2, Section 1, No. 8, "TIF II" was corrected to "TIF III" and Page 2, "Section 3" was corrected to read "Section 2".

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He also reported that he received an email from Attorney David Rogers representing the Tiffin River Front Development requesting the tabling of the PACE and TIF legislation under Res. 22-34, Res. 22-35 and Ords. 22-104 through 22-107. They said they are looking at requesting an amendment dealing with the PACE assessment schedule and some other technical changes, as they are working with the lender and it will impact the legislation. It can be taken off the table in two weeks, when they will give a presentation about what they are requesting. Also, the developer is in discussions regarding the parking lot and the river wall, and because these public properties are impacted, we would like to see the developer use some of the TIF funding to improve these areas. He said he will have further discussions later this week and will report at the special meeting on Monday the 12th.

WRITTEN COMMUNICATIONS:

Mayor's Request for Legislation #22-49 – Reappointment to Tiffin Municipal Arts Commission (Matthew Kennedy) - *Referred to Personnel & Labor Relations Committee*

Mayor's Request for Legislation #22-50 – Reappointment to Julia M. Weller Memorial Commission (Susan Hering-Howard) - *Referred to Personnel & Labor Relations Committee*

Mayor's Request for Legislation #22-51 – Appointment to Seneca County Board of Health (Dr. Sarah Sewell) *Referred to Personnel & Labor Relations Committee*

Mayor's Request for Legislation #22-52 – Appointment to Tiffin Municipal Arts Commission (Troy "TJ" McKee, Jr.) – *Referred to Personnel & Labor Relations Committee*

Mayor's Letters of Appreciation (Brandon Amory, Dr. Mark Akers, Chelsea Mullins)
On file in Clerk of Council's office.

ORAL COMMUNICATIONS: None.

MOTIONS:

- A) See Motion for Executive Session under Mayor's Report.
- B) Councilmember Spahr moved to table Res. 22-34 as per the request of the developer and the Director of Law; Councilmember Thacker seconded.
Roll call vote was taken on the motion, and it was approved 7-0.
- C) Councilmember Spahr moved to table Res. 22-35 as per the request of the developer and the Director of Law; Councilmember Wilkins seconded.
Roll call vote was taken on the motion, and it was approved 7-0.
- D) Councilmember Spahr moved to table Ord. 22-104 as per the request of the developer and the Director of Law; Councilmember Perry seconded.
Roll call vote was taken on the motion, and it was approved 7-0.
- E) Councilmember Spahr moved to table Ord. 22-105 as per the request of the developer and the Director of Law; Councilmember Roessner seconded.
Roll call vote was taken on the motion, and it was approved 7-0.
- F) Councilmember Spahr moved to table Ord. 22-106 as per the request of the developer and the Director of Law; Councilmember Jones seconded.
Roll call vote was taken on the motion, and it was approved 7-0.
- G) Councilmember Spahr moved to table Ord. 22-107 as per the request of the developer and the Director of Law; Councilmember Thacker seconded.
Roll call vote was taken on the motion, and it was approved 7-0

RESOLUTIONS:

Resolution 22-36, introduced by Daniel Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S REAPPOINTMENT OF GWYNN REINHART TO SERVE A TERM ON THE INVESTMENT ADVISORY BOARD FROM JANUARY 1, 2023 UNTIL DECEMBER 31, 2024.

Councilmember Perry moved for passage; Councilmember Roessner seconded.

Roll call vote was taken and it was approved 7-0.

Resolution 22-37, introduced by Daniel Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S REAPPOINTMENT OF CAROL HAMMER TO SERVE A TERM ON THE FAIR HOUSING BOARD FROM JANUARY 1, 2023 UNTIL DECEMBER 31, 2025.

Councilmember Perry moved for passage; Councilmember Thacker seconded.

Roll call vote was taken and it was approved 7-0.

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Resolution 22-38, introduced by Daniel Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S REAPPOINTMENT OF SUSAN (JONES) BOUR TO SERVE A TERM ON THE PARK AND RECREATION BOARD FROM JANUARY 1, 2023 UNTIL DECEMBER 31, 2026.

Councilmember Perry moved for passage; Councilmember Jones seconded.

Roll call vote was taken and it was approved 7-0.

Resolution 22-39, introduced by Daniel Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S REAPPOINTMENT OF JOHN HUSS TO SERVE A TERM ON THE ARCHITECTURAL BOARD OF REVIEW FROM JANUARY 1, 2023 UNTIL DECEMBER 31, 2025.

Councilmember Perry moved for passage; Councilmember Thacker seconded.

Roll call vote was taken and it was approved 7-0.

ORDINANCES:jone

Ordinance 22-97, introduced by Daniel Perry and read for the third time.

ORDINANCE ESTABLISHING THE RATE OF COMPENSATION FOR MEMBERS OF TIFFIN CITY COUNCIL EFFECTIVE CALENDAR YEAR 2024, AND DECLARING AN EMERGENCY.

Councilmember Perry moved for passage; Councilmember Roessner seconded.

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

Ordinance 22-98, introduced by Daniel Perry and read for the third time.

ORDINANCE ESTABLISHING THE RATE OF COMPENSATION FOR THE OFFICE OF MAYOR OF THE CITY OF TIFFIN FOR CALENDAR YEAR 2024 AND THEREAFTER AS REQUIRED BY CITY CHARTER, AND DECLARING AN EMERGENCY.

Councilmember Perry moved for passage; Councilmember Spahr seconded.

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

Ordinance 22-99, introduced by Daniel Perry and read for the third time.

ORDINANCE ESTABLISHING THE RATE OF COMPENSATION FOR THE OFFICE OF DIRECTOR OF LAW OF THE CITY OF TIFFIN FOR CALENDAR YEAR 2024 AND THEREAFTER AS REQUIRED BY CITY CHARTER, AND DECLARING AN EMERGENCY.

Councilmember Perry moved for passage; Councilmember Roessner seconded.

Discussion: Councilmember Jones asked why there was an emergency. Director of Law Howard explained that the requirement is that the ordinance be in effect at least five days prior to the submission of the nominating petitions for the next election. This allows for any interested party to know about the pay.

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

Ordinance 22-108, introduced by Kevin Roessner and read for the first 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, 2023 AND ENDING DECEMBER 31, 2023.

Ordinance 22-109, introduced by Kevin Roessner and read for the first time.

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

Ordinance 22-110, introduced by Kevin Roessner and read for the first time.

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

Ordinance 22-111, introduced by Kevin Roessner and read for the first time.

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

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Ordinance 22-112, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING AND RESTATING ORDINANCE NO. 21-110 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.

Ordinance 22-113, introduced by Daniel Perry and read for the first time.

ORDINANCE APPROVING THE LABOR CONTRACT BETWEEN THE CITY OF TIFFIN AND LOCAL 583, OHIO DIVISION 8, A.F.S.C.M.E., FOR THE PERIOD FROM JANUARY 1, 2023 TO DECEMBER 31, 2025, AND DECLARING AN EMERGENCY.

Councilmember Perry moved for suspension of the three-reading rule and passage; Councilmember Spahr seconded.

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

Ordinance 22-114, introduced by Daniel Perry and read for the first time.

ORDINANCE APPROVING THE LABOR CONTRACT BETWEEN THE CITY OF TIFFIN AND OHIO PATROLMEN'S BENEVOLENT ASSOCIATION (UNIFORMED POLICE OFFICERS), FROM JANUARY 1, 2023 THROUGH DECEMBER 31, 2025, AND DECLARING AN EMERGENCY.

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

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

Ordinance 22-115, introduced by Daniel Perry and read for the first time.

ORDINANCE APPROVING THE LABOR CONTRACT BETWEEN THE CITY OF TIFFIN AND THE OHIO PATROLMEN'S BENEVOLENT ASSOCIATION (TIFFIN POLICE COMMUNICATION TECHNICIANS), FOR A PERIOD FROM JANUARY 1, 2023 TO DECEMBER 31, 2025, AND DECLARING AN EMERGENCY.

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

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

Ordinance 22-116, introduced by Daniel Perry and read for the first time.

ORDINANCE APPROVING THE LABOR CONTRACT BETWEEN THE CITY OF TIFFIN AND LOCAL 322, INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS, FOR THE PERIOD FROM JANUARY 1, 2023 TO DECEMBER 31, 2025, AND DECLARING AN EMERGENCY.

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

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

Ordinance 22-117, introduced by Vickie Wilkins and read for the first time.

ORDINANCE AUTHORIZING THE MAYOR TO SIGN A LEASE OF A PORTION OF EAGLE ROCK BUSINESS PARK FOR FARMING PURPOSES, AND DECLARING AN EMERGENCY.

Ordinance 22-118, introduced by Steven Lepard and read for the first time.

ORDINANCE APPROVING THE AGREEMENT BETWEEN THE CITY OF TIFFIN, AND SUDER PIERSON PROPERTIES, LLC OR REAL PROPERTY OWNER OF 870 W. MARKET STREET, TIFFIN, OHIO, FOR THE ABATEMENT OF CERTAIN REAL PROPERTY TAXES FOR FIVE YEARS, AND DECLARING AN EMERGENCY.

OTHER BUSINESS: None.

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ADJOURNMENT: 8:01 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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COMMITTEE OF THE WHOLE: The regular Committee of the Whole meeting was held Monday, December 5, 2022 at 6:45 p.m. in Council Chambers. Councilmember Lepard acted as President Pro Tempore in the absence of President Boyle. Attending were Councilmembers Steve Lepard, Ken Jones, Kevin Roessner, Daniel Perry, Vickie Wilkins, Cheyane Thacker and John Spahr, Jr. Also attending were Mayor Dawn Iannantuono, City Administrator Dale Thornton, Director of Law Brent Howard, Director of Finance Kathy Kaufman, and Director of Communications and Constituent Services Nick Dutro.

Mayor Iannantuono requested suspension of Ordinances 22-113, 22-114, 22-115 and 22-116 because the labor contracts are ready to go. She also requested that Resolutions 22-34 and 22-35 as well as Ords. 22-104, 22-105, 22-106 and 22-107 be tabled. Director of Law Howard explained that these are regarding the Tiffin River Front Development Project. He received an email request from the developer's attorney, which he had forwarded to Council members and read for the public. He explained that the developer was working with the lender to finalize the package and it may modify some of the PACE legislation because he is asking for some consideration to put into parking. Communities specifically have the right to ask for some of that consideration or revenue to put into City infrastructure that is impacted by the project. In this case, parking is a big issue for the developer as well as for us. City Administration has worked with City Engineer Watson to come up with what we think are certain parts of revenue that the developer should put into the parking lot since they want parking that will serve the project. They talked about a part of the lot being restricted for their use and not for the general public, but our position is that is not acceptable as this parking lot is for the entire downtown. We can make the commitment that it will not be sold or developed by the City and will remain a parking lot for the extended future. Anything we would restrict on that property would have to come back to Council since by Charter it is only Council who can place any restrictions on real estate. We are taking the position that we are not giving dedicated spots to the developer to make sure that area is open for the development and the general public. The City Engineer came up with a concept that adds over 25 parking spots with some additional asphalt and striping work that we are asking the developer to work into the project, along with a few islands to direct traffic. We are also asking for improvements involving the river wall. They are going to have to take down that river wall and rebuild it in some fashion, which would impact our river wall. We propose that they do a transition wing wall similar to that at Rock Creek Bridge on Circular St. to provide for river access that would benefit both the developer and the City. They are still negotiating the terms and asking them to cost it out. There will be another Zoom meeting Friday with the Administrative team, and he hopes to report back to Council at Monday's special meeting. He said it would continue to be our parking lot and the City's responsibility; if there is a transfer of any part of it they would be responsible for repairs, snow plowing, etc. for that part. Councilmember Jones asked if it would be sloping down to the river similar to the steep incline at Rock Creek. Director of Law Howard said it would be on a smaller scale, with the slope varying from a 2:1 or 3:1 scale. There is a similar wing wall further down Rock Creek, and it will provide for adequate flood control because it is tiered back.

Mayor Iannantuono reported that the City, including previous Council members, is being sued by Mark Repp. Steve Friedman of Squire Patton Boggs has been engaged on our behalf. She said that Repp was reinstated recently as a lawyer but not as a judge. We have 21 days to respond and are already doing so. Councilmember Jones asked why we could not use our Director of Law. Howard said he has a conflict of interest because he represented Repp for years in his capacity as judge, and their daughters have been best friends growing up.

Councilmember Wilkins explained that since her Recreation & Public Property report was six pages long, she would be giving an abbreviated report during the regular meeting.

ADJOURNMENT: 7:00 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

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DECEMBER 12, 2022 – SPECIAL MEETING

Tiffin City Council met for a special meeting in accordance with Codified Ordinance Section 121.03. Council President Pro Tem Lepard opened the meeting at 45:30 p.m. in Council Chambers. The invocation was given, and the Pledge of Allegiance was recited.

ROLL CALL: Clerk of Council Ann Forrest recited roll call. Five councilmembers were present: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Kevin Roessner (3rd Ward), Vickie Wilkins (At Large), Cheyane Thacker (At Large) and John Spahr, Jr. (At Large); Daniel Perry (4th Ward) and Cheyane Thacker (At Large) were absent. Also attending were Mayor Dawn Iannantuono, City Administrator Dale Thornton, Director of Law Brent T. Howard, and Director of Communications and Constituent Services Nick Dutro.

SPECIAL MEETING ANNOUNCEMENT: This is the notice, in compliance with Charter Section 3.09(B), to announce a Special Meeting of Tiffin City Council on Monday, December 12, 2022 at 4:30 p.m. in Council Chambers at City Hall. For consideration: To read the ordinance for the 2023 Budget and any other business Council may consider.

MINUTES: None.

COMMITTEE REPORTS: No reports.
President Boyle announced that no additional Committee of the Whole meeting would be scheduled.

REPORTS OF THE OFFICERS:

HER HONOR MAYOR DAWN IANNANTUONO: No report.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMAN:

Director of Finance Report for the month ending:	NOVEMBER 30, 2022
Total Receipts for the month:	\$3,913,080.55
Total Expenses for the month:	\$4,898,375.47
The General Fund unencumbered balance:	\$5,505,922.06

The income tax receipts for November 2022 were \$792,161.94. The total annual increase in income tax collections for November 2022 compared to November 2021 is \$127,401.14. Year to date income tax receipts are up 12.47%.

The portion of income tax receipts that was transferred into fund 215 for public streets for November 2022 is \$97,125.37.

The unexpended balance for all funds is **\$36,462,940.54**, which is the same as the bank balances for the same time period.

Councilmember Jones asked about the \$1,260 check to Tiffin University for tennis court rentals. Director of Finance Kaufman explained that Parks & Recreation held three tennis clinics there.

Councilmember Roessner moved to accept the November financial report as presented, as well as the bank reconciliation emailed to Council; Councilmember Lepard seconded. On a voice vote, motion was approved 5-0.

DIRECTOR OF LAW BRENT T. HOWARD:

Director of Law Howard reported that Administration had a meeting last week regarding Tiffin River Front Development, and their counsel intends to provide some amendments to the tabled legislation at the next regular meeting. He also stated that the farm lease legislation can wait, and TSEP said the Suder Pierson legislation did not have to be read this evening.

WRITTEN COMMUNICATIONS: None.

ORAL COMMUNICATIONS: None.

3932

MOTIONS:

- A) Councilmember Jones moved to read Ord. 22-108 regarding the 2023 Budget and related Ords. 22-109 through 22-111, as well as the Ord 22-112 regarding the Pay Schedule; Councilmember Roessner seconded.
Roll call vote was taken, and it was approved 5-0.

RESOLUTIONS: None.

ORDINANCES:

Ordinance 22-108, introduced by Kevin Roessner and read for the second 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, 2023 AND ENDING DECEMBER 31, 2023.

Ordinance 22-109, introduced by Kevin Roessner and read for the second time.

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

Ordinance 22-110, introduced by Kevin Roessner and read for the second time.

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

Ordinance 22-111, introduced by Kevin Roessner and read for the second time.

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

Ordinance 22-112, introduced by Kevin Roessner and read for the second time.

ORDINANCE AMENDING AND RESTATING ORDINANCE NO. 21-110 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.

OTHER BUSINESS:

Re Ord. 22-109, Councilmember Jones noted the big interest numbers on the bonds compared to the principle figures for Items 2 and 3. Director of Finance Kaufman explained that Item 2 for the 2013 Rock Creek Interceptor is for a 20-year loan with payments through January 2033. We pay the same amount every year, some interest and some principle. In the beginning years you pay more interest than principle. She said it was the same for Item 3 for the 25-year Joint Justice Center loan. It has a varying interest rate and a payment schedule to follow every year; we are at the beginning stages of the loan and there is more interest now.

Councilmember Jones also noted that the front page of the 2023 Budget indicates it does not include carryover. Director of Finance Kaufman said that every year when the new budget is prepared only those numbers are used, in this case only 2023. In the first of the year we will have to pay carryover invoices under 2022, not 2023. Director of Law Howard added that in January Kaufman will submit and Council will approve the carryovers.

ADJOURNMENT: 4:46 p.m.

Approved this _____ day of _____, 2022

Presiding Officer of Council

Attest: _____
Clerk of Council

3933

DECEMBER 19, 2022 – REGULAR MEETING

Tiffin City Council met for its second meeting of the month in accordance with Codified Ordinance Section 121.03. President Boyle opened the meeting at 7:01 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: Steve Lepard (1st Ward), Ken Jones (2nd Ward), Kevin Roessner (3rd Ward), Daniel Perry (4th Ward), Vickie Wilkins (At Large), Cheyane Thacker (At Large) and John Spahr, Jr. (At Large). Also attending were Mayor Dawn Iannantuono, City Administrator Dale Thornton, Director of Law Brent Howard, Director of Finance Kathy Kaufman, and Director of Communications and Constituent Services Nick Dutro.

MINUTES: The minutes for the December 5, 2022 Regular and Committee of the Whole Meetings were approved as per the revised copy presented by the Clerk under Agenda Change Memo dated December 19 with the following corrections: 1) Page 3922 – first paragraph corrected to reflect that President Pro Tem Lepard opened the meeting; and 1) Page 3931 - corrected to reflect that the check to Tiffin University was for the amount of \$1260 to cover tennis court rentals. The December 12, 2022 Special Meeting minutes were approved as written.

COMMITTEE REPORTS: No reports.

President Boyle stated that no additional Committee of the Whole meeting would be scheduled.

REPORTS OF THE OFFICERS

MAYOR DAWN IANNANTUONO:

Mayor Iannantuono reported that she had received an historic plaque commemorating City Hall from the Tiffin 200: Bicentennial Celebration committee. It notes the year of construction was 1938 by local Hossler Bros. Construction and architects Lynn Troxel, George Netcher and Edwards N. Porter, lead designer.

The Mayor noted that the 2023 Budget was up for approval this evening and explained that Fire Chief Chappell had intended to purchase a new ambulance with ARPA funds in 2024 but wants move the funds forward now to get a temporary replacement while awaiting the new engine for the ambulance that is out of commission.

Events:

- The final celebration of the Tiffin Bicentennial Celebration will be held at The Renaissance December 29 at 5:00 p.m., followed by a Ballreich potato chip drop at 6:00 p.m.
- City Hall will be closed December 26 and January 2. The next Council meeting will be January 3.
- She will be attending the annual Main St. Program in January.

Councilmember Perry said that he and his wife have part a part of SMYL mentorship program for the last six years, and he introduced Calvert High School senior DJ Sherck, who spoke to Council about his project. He proposed a service club of students to go out to help in the community and said he needed help in getting the word out by marketing it to the community. Some project ideas were to go to nursing homes with each student assigned to an individual person, clean up for events, and other opportunities to put the club into action.

CLERK OF COUNCIL ANN FORREST: Clerk of Council Forrest reported that she had received and had on file a new form of a Cooperative Development Agreement by and among City of Tiffin, Seneca County Treasurer, Tiffin River Front Development LLC, and Poppy Bank regarding an Energy Special Improve District and Special Assessments for 10 E. Market Street which replaces the previous form of Cooperative Development Agreement and Tax Lien Agreement that was on file in her office.

DIRECTOR OF FINANCE KATHY KAUFMAN: No report.

DIRECTOR OF LAW BRENT T. HOWARD:

Director of Law Howard stated that as a follow up to the discussion held during the Committee of the Whole, he wanted to discuss the veto power of the Mayor as it may apply to Res. 22-43 regarding the appointment of a member to the Board of Health. As he had explained, the role of Council is to confirm the appointment and the subject was raised regarding a possible veto. He referenced Section 5.04 Veto Power of the Codified Ordinances for further clarification.

3934

Howard introduced David Rogers, attorney for the Tiffin Riverfront Project developer, who reported on its progress. He requested that the corresponding legislation be taken off the table tonight; two financiers have presented loan options for the project, and they are waiting on this legislation to be approved before going forward with the loan. The Senior Loan Term Sheet and the PACE loan term sheet were accepted by the client, so it is appropriate to remove the legislation from the table. A first quarter financial closing would allow construction to begin. The banks want to know that the City and Council are approving the PACE special assessments on the site. The TIF legislation also needs to be approved. His firm presented some changes to be made, but he and Law Director Howard decided that it was not necessary. TIF allows for service payments to be made in lieu of taxes, so the adoption of this legislation would help it move forward. He said the transfer of the property would take place the end of January. Councilmember Perry asked if the TIF funding would be revisited regarding the parking lot, and Rogers said if approved tonight it was possible. Director of Law Howard added that they need our agreement once we negotiate how those TIF proceeds will apply to the project. .

Director of Law Howard also mentioned Council's legislation "by the numbers" in 2022. There were 119 ordinances this year, which is the third most in the last 21 years. In 2020 there were 142 ordinances; the lowest number was 70 in 2008. He noted that six times in the last 21 years Council had introduced over 100 ordinances.

The Director of Law then asked for Council to move into Executive Session for a brief meeting on the subject of the dispute subject to pending court actions. Motion A: Councilmember Lepard moved to enter into Executive Session to confer regarding a dispute subject to pending court actions; Councilmember Spahr seconded. Roll call vote was taken and motion was approved 7-0. Council entered Executive Session at 7:21 .pm. and returned at 7:33 p.m. Motion B: Councilmember Lepard moved to return to the regular meeting; Councilmember Thacker seconded. Roll call vote was taken and with all seven members present it was approved 7-0.

WRITTEN COMMUNICATIONS:

Mayor's Request for Legislation #22-53 – Appointment to Tiffin Municipal Arts Commission (Zoé Dolch)
Referred to Personnel & Labor Relations Committee

Mayor's Request for Legislation #22-54 – Appointment to Architectural Board of Review (Tim McKee)
Referred to Personnel & Labor Relations Committee

Mayor's Letters of Appreciation (Nicholas and Alisha Kerlin and Jami Fadley)
On file in Clerk of Courts office.

Letter from Mary Franks regarding her desire to be considered for appointment to the Seneca County Board of Health.

On file in Clerk of Courts office.

ORAL COMMUNICATIONS:

Seneca County resident Logan Wolph addressed Council with his concerns about their being insufficient time and lack of public notice given for the appointment to the Seneca County Board of Health. He felt it should be extended to give proper time to interested parties`

MOTIONS:

- A) See Motion A for Executive Session under Director of Law's Report.
- B) See Motion B for Executive Session under Director of Law's Report.
- C) Councilmember Spahr moved to remove Res. 22-34 from the table; Councilmember Lepard seconded. Voice vote was taken on the motion, and it was approved 7-0.
- D) Councilmember Spahr moved to remove Res. 22-35 from the table; Councilmember Lepard seconded. Voice vote was taken on the motion, and it was approved 7-0.
- E) Councilmember Spahr moved to remove Ord. 22-104 from the table; Councilmember Perry seconded. Voice vote was taken on the motion, and it was approved 7-0.
- F) Councilmember Spahr moved to remove Ord. 22-105 from the table; Councilmember Roessner seconded. Voice vote was taken on the motion, and it was approved 7-0.
- G) Councilmember Spahr moved to remove Ord. 22-106 from the table; Councilmember Lepard seconded. Voice vote was taken on the motion, and it was approved 7-0.
- H) Councilmember Spahr moved to remove Ord. 22-107 from the table; Councilmember Roessner seconded. Voice vote was taken on the motion, and it was approved 7-0

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- I) Councilmember Spahr moved to amend by substitution Ord. 22-105 as proposed; Councilmember Perry seconded.

Voice vote was taken on the motion, and it was approved 7-0.

- J) Councilmember Spahr moved to amend by substitution Ord. 22-107 as proposed; Councilmember Perry seconded.

Discussion: Director of Law Howard clarified that Council members had received a redlined copy of the ordinance showing the changes made and identifying the Substitute Ordinance.

Voice vote was taken on the motion, and it was approved 7-0.

RESOLUTIONS:

Resolution 22-34, introduced by John Spahr and read for the third time.

A RESOLUTION APPROVING A PETITION, ARTICLES OF INCORPORATION, AND INITIAL PLAN FOR THE CITY OF TIFFIN (SENECA COUNTY), OHIO ENERGY SPECIAL IMPROVEMENT DISTRICT, AND DECLARING AN EMERGENCY.

Councilmember Spahr moved for passage; Councilmember Lepard seconded.

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

Resolution 22-35, introduced by John Spahr and read for the third time.

A RESOLUTION DECLARING THE NECESSITY OF ACQUIRING AND CONSTRUCTING CERTAIN PUBLIC IMPROVEMENTS IN COOPERATION WITH THE CITY OF TIFFIN (SENECA COUNTY) AND THE OHIO ENERGY SPECIAL IMPROVEMENT DISTRICT AND DECLARING AN EMERGENCY.

Councilmember Spahr moved for passage; Councilmember Lepard seconded.

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

Resolution 22-40, introduced by Daniel Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S REAPPOINTMENT OF MATTHEW KENNEDY TO SERVE A TERM ON THE TIFFIN MUNICIPAL ARTS COMMISSION FROM JANUARY 1, 2023 UNTIL DECEMBER 31, 2027.

Councilmember Perry moved for passage; Councilmember Roessner seconded.

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

Resolution 22-41, introduced by Daniel Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S REAPPOINTMENT OF SUSAN HERING HOWARD TO SERVE A TERM ON THE JULIA M. WELLER MEMORIAL COMMISSION FROM JANUARY 1, 2023 UNTIL DECEMBER 31, 2027.

Councilmember Perry moved for passage; Councilmember Thacker seconded.

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

Resolution 22-42, introduced by Daniel Perry and read for the first and only time required.

RESOLUTION APPROVING MAYOR'S APPOINTMENT OF TROY "TJ" MCKEE JR. TO SERVE A TERM ON THE TIFFIN MUNICIPAL ARTS COMMISSION FROM JANUARY 1, 2023 UNTIL DECEMBER 31, 2027.

Councilmember Perry moved for passage; Councilmember Wilkins seconded.

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

Resolution 22-43, introduced by Daniel Perry and read for the first time.

RESOLUTION APPROVING MAYOR'S APPOINTMENT OF DR. SARAH SEWELL, DO, TO SERVE A TERM ON THE SENECA COUNTY BOARD OF HEALTH FROM JANUARY 1, 2023 UNTIL DECEMBER 31, 2027.

Discussion: Councilmember Perry said that after listening to Mary Frank's letter he felt she would have good experience for the Board, but he also knows Dr. Sewell and thinks she would make a very good Board member. However, he likes to give the public the opportunity for input and felt it would not hurt to read the resolution three times. Mayor Iannantuono explained that she and the Council President have various duties that they have to fulfill, and they both get lists of positions they are supposed to fill. They do not make announcements to the public but pay attention to those around them and who they think would be a good choice. People will come up to them

and let them know they would be interested in serving on a board if it ever comes up. She said it almost feels a little political, and she wasn't sure why that has happened with this. Dr. Sewell came to her highly recommended from the Health Department; she is a pediatric doctor and one would think you would want a doctor on that board, which is why Anne Good suggested her in the first place. Dr. Akers was going off and she wanted a doctor on that committee. The Mayor said she reviewed her resume and thought it was an awesome suggestion, and that is why she put it forward. All the mayors have done it the same way before her, and there is nothing unusual going on here. Councilmember Jones said that someone in his Second Ward wanted him to bring it up tonight, and that is what he did. President Boyle said it was announced at the last meeting and referred to the Personnel & Labor Relations Committee, and Chair Daniel Perry asked at the time if anyone had any opposition for the legislation to be prepared; therefore it was opened up at that time for discussion by Council. She said she wanted to make it clear that there is no rubber stamp on anything that is presented under Written Communications. Councilmember Lepard said he considers the person who comes to us with the best recommendations, resumes and actually speaks with these people. This is the first time in his 19 years on Council that we have questioned a Mayor's or a President's appointment. Councilmember Wilkins asked how Mary Franks could have gone about approaching the Mayor and through the same process for consideration if she knew the seat was open,, and how would anyone in the general public have known the seat was opening up. The Mayor said she was not aware that the seat was opening up until recently when they sent out the information to research it. She said she keeps a list of people who have expressed interest and if she thinks they are a good fit she will appoint them. It is not easy to find people to fill these positions. Director of Law Howard said it is the Mayor's appointment by contract and by statute, and it is Council's responsibility to confirm that appointment by resolution. He said that the Board of Health is a public body and publishes this information on their website, so if someone was following that it is a way of being aware if they are interested. Councilman Perry said he knew Dr. Sewell has been active in some of the Board's meetings and to show that initiative is good before you get on a Board like that Mrs. Franks' resume was impressive as well. President Boyle suggested going through the three readings, which would allow for public feedback. Councilmember Thacker suggested tabling after the next second reading; Councilmember Jones said he preferred going through the three readings.

ORDINANCES:

Ordinance 22-104, introduced by John Spahr and read for the third time.

AN ORDINANCE DECLARING IMPROVEMENTS TO CERTAIN PARCELS OF REAL PROPERTY LOCATED WITHIN THE CITY OF TIFFIN TO BE A PUBLIC PURPOSE AND EXEMPT FROM REAL PROPERTY TAXATION; REQUIRING THE OWNERS OF THOSE PARCELS TO MAKE SERVICE PAYMENTS IN LIEU OF TAXES; ESTABLISHING A MUNICIPAL PUBLIC IMPROVEMENT TAX INCREMENT EQUIVALENT FUND FOR THE DEPOSIT OF THOSE SERVICE PAYMENTS; SPECIFYING THE PUBLIC INFRASTRUCTURE IMPROVEMENTS TO BE MADE THAT DIRECTLY BENEFIT SUCH REAL PROPERTY; AUTHORIZING THE DISTRIBUTION OF THE APPLICABLE PORTION OF THOSE SERVICE PAYMENTS TO THE TIFFIN CITY SCHOOL DISTRICT AND VANGUARD-SENTINEL CAREER & TECHNOLOGY CENTERS; AND DECLARING AN EMERGENCY.

Councilmember Spahr moved for passage; Councilmember Perry seconded.

Discussion: Director of Law Howard explained that Ord. 22-104 this ordinance allows for Tax Increment Financing (TIF) to be established for the property where Kear's Speed Shop is located so that public improvements related to that property can be paid for in part by payments in lieu of taxes. As that property increases in value, based on the improvements that are being made, the taxes for that are redirected and not given to the County Auditor or Treasurer for disbursement as they typically are, but used to pay for the improvements that are being done on the property. The law specifies that only certain types of improvements can be made; they can be used for property acquisition, other parts integral to the private project, and also for things that are related to parking nearby. We will have a separate ordinance in the future adding parking to the Exhibit B and possibly dealing with issues on how it relates with the CRA that is in the area and also to approve a Cooperative Agreement with the private property owner. Then we will get into an agreement with how the TIF proceeds are used what contributions are being made towards public parking in a nearby area, what access and use rights do we have to the actual building as well. He has prepared an initial draft of an easement giving the public certain rights to the property. He will come back to Council in a month or so to explain to Council what categories the TIF proceeds will go to. He confirmed that the terms are for 30 years.

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

3937

Substitute Ordinance 22-105, introduced by John Spahr and read for the third time.

AN ORDINANCE AUTHORIZING THE CITY'S PARTICIPATION IN FINANCING SPECIAL ENERGY IMPROVEMENT PROJECTS; AUTHORIZING THE EXECUTION OF DOCUMENTS TO EFFECTUATE SUCH FINANCING; AND DECLARING AN EMERGENCY.

Councilmember Spahr moved for passage; Councilmember Wilkins seconded.

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

Ordinance 22-106, introduced by John Spahr and read for the third time.

AN ORDINANCE DETERMINING TO PROCEED WITH THE ACQUISITION, CONSTRUCTION, AND IMPROVEMENT, OF CERTAIN PUBLIC IMPROVEMENTS IN COOPERATION WITH THE CITY OF TIFFIN (SENECA COUNTY), AND THE OHIO ENERGY SPECIAL IMPROVEMENT DISTRICT AND DECLARING AN EMERGENCY.

Councilmember Spahr moved for passage; Councilmember Roessner seconded.

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

Substitute Ordinance 22-107, introduced by John Spahr and read for the third time.

AN ORDINANCE LEVYING SPECIAL ASSESSMENTS FOR THE PURPOSE OF ACQUIRING, CONSTRUCTING, AND IMPROVING CERTAIN PUBLIC IMPROVEMENTS IN COOPERATION WITH THE CITY OF TIFFIN (SENECA COUNTY), AND THE OHIO ENERGY SPECIAL IMPROVEMENT DISTRICT AND DECLARING AN EMERGENCY.

Councilmember Spahr moved for passage; Councilmember Perry seconded.

Discussion: Director of Law Howard explained that with the last three ordinances we are following a statute that provides for energy efficiency and promotes these improvements by allowing them to be financed now with special assessments and bonds to pay for improvements.

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

Ordinance 22-108, 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, 2023 AND ENDING DECEMBER 31, 2023.

Councilmember Roessner moved for passage; Councilmember Wilkins seconded.

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

Ordinance 22-109, 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 Thacker seconded.

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

Ordinance 22-110, 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 Spahr seconded.

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

Ordinance 22-111, 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 Perry seconded.

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

Ordinance 22-112, introduced by Kevin Roessner and read for the third time.

ORDINANCE AMENDING AND RESTATING ORDINANCE NO. 21-110 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 Wilkins seconded.

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

3938

Ordinance 22-117, introduced by Vickie Wilkins and read for the second time.

ORDINANCE AUTHORIZING THE MAYOR TO SIGN A LEASE OF A PORTION OF EAGLE ROCK BUSINESS PARK FOR FARMING PURPOSES, AND DECLARING AN EMERGENCY.

Ordinance 22-118, introduced by Steven Lepad and read for the second time.

ORDINANCE APPROVING THE AGREEMENT BETWEEN THE CITY OF TIFFIN, AND SUDER PIERSON PROPERTIES, LLC OR REAL PROPERTY OWNER OF 870 W. MARKET STREET, TIFFIN, OHIO, FOR THE ABATEMENT OF CERTAIN REAL PROPERTY TAXES FOR FIVE YEARS, AND DECLARING AN EMERGENCY.

Ordinance 22-119, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING BUDGET ORDINANCE 21-105 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 Thacker seconded.

Discussion: Councilmember Perry referred to Exhibit A. line 86 re Employee Health Share and asked about the new total of \$470,000. Director of Finance Kaufman explained that this was the employee share of the 80/20 health insurance. Benefit changes made during the year made us a little short, so we needed to add \$20,000. Roll call votes were taken on the suspension, emergency and passage, and each was approved 7-0.

OTHER BUSINESS: None.

ADJOURNMENT: 8:21 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2023

Presiding Officer of Council

Attest: _____
Clerk of Council

3939

COMMITTEE OF THE WHOLE: The regular Committee of the Whole meeting was held Monday, December 19, 2022 at 6:45 p.m. in Council Chambers. Attending were Councilmembers Steve Lepard, Ken Jones, Kevin Roessner, Daniel Perry, Vickie Wilkins, Cheyane Thacker and John Spahr, Jr. Also attending were Mayor Dawn Iannantuono, City Administrator Dale Thornton, Director of Law Brent Howard, Director of Finance Kathy Kaufman, and Director of Communications and Constituent Services Nick Dutro.

Mayor Iannantuono requested suspension of Ord, 22-119 in order to make final changes at the end of the month. She also requested suspension of Resolutions 22-34 and 22-35, as well as Ordinances 22-104, 22-105 with an amendment, 22-106, and 22-107 with an amendment. Res. 22-40 through 22-43 are appointments and require only one reading.BH

Director of Law Howard explained that the legislation to be taken off the table involve the Tiffin Riverfront Project. In his report during the regular meeting, counsel for the developer David Rogers will inform Council about progress that has been made. There have been continuing discussions between the developer and the City, and because they are ongoing he recommended removing the items the Mayor mentioned and amending Ord. 22-105 and Ord. 22-107. Council members received redlined versions with the changes. Those items involve PACE which is a special assessment on the property so that they can monetize and be a part of the project. Ord. 22-104 involves the TIF ordinance. In the redline version there were some things proposed changes that may very well happen but we are not to that point yet. We are still in discussion with the developer about the use of the TIF proceeds. Howard recommended it be taken off the table and approved as introduced. They may come back next month after working out some details about the parking lot, river wall and we have negotiated a Cooperative Agreement that will include certain improvements the developer will perform as part of the project on the nearby City property. He suggested Council it and revisit the issue in the next month or so, hopefully with more progress made towards the closing. Councilmember Lepard said he was very concerned that the City has no liability with the river wall; as proposed he did not see anything with the City regarding liability. Howard agreed but said that the City Administration feels the same concerns and is trying to discuss both on their property and on ours.

Regarding Res. 22-43, Councilmember Jones said he had received phone calls regarding Dr. Sewell's appointment to the Board of Health, and two other people said they were willing to serve. He said he misspoke to them saying it had three readings and asked when would we discuss if not. Director of Law Howard stated that he had done some research working with the County Prosecutor on Board of Health appointments. Our Board of Health is a unified health district, i.e. there is a particular statute that allows the Board and municipality to do. In 1971-1972, Tiffin and Fostoria did that and there is a contract signed by Gilmore Lange, Mayor. It creates a combined Board of Health and identifies the number of members as nine, and the contract states how they are appointed. One part says the Mayor appoints two members, confirmed by Tiffin City Council. The question is if it should be one or more readings; if from per charter, then council either approve or disapprove, but this Board is not from the Charter, it is a contract from the ORC so it doesn't fall under Charter provisions. This appointment may have been done with one reading in the past, but it should not pass tonight unless Council wants to suspend it. This person shall represent the City but does not necessarily have to reside in the City at the time. To Councilmember Lepard's question if the Mayor still had veto power over it, Director of Law Howard concurred. Mayor Iannantuono said Anne Goon approached her when she became mayor and said she preferred a doctor on the board to replace Dr. Akers, and the recommendation came from Goon. Councilmember Spahr said that no one has a problem with her as a person but asked why no one else had a chance to be appointed. He felt we needed to give a voice to the public by going through three readings knowing there is some opposition.

ADJOURNMENT: 7:01 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2023

Presiding Officer of Council

Attest: _____ Clerk of Council