

Held February 26, 20 19

PRESENT: Mayor Jeff Sanner, Councilmembers Rick Barnhart, Angie Fryman, Leanne Nash, Harold Robinson, Jill Tomlin, and Amanda Zennie. City Staff – City Manager Brad Townsend, Law Director Lori Denlinger, Police Chief Doug Woodard, Public Relations Coordinator Erika Mattingly, Chief Code Enforcement Officer Carl Enterman, and Assistant Clerk of Council Carie Cottongim

The meeting was called to order by Mayor Sanner at 6:30 p.m. The Pledge of Allegiance and Roll Call followed.

### MINUTES

Mrs. Tomlin moved, seconded by Mrs. Zennie to approve the regular meeting minutes of February 12, 2019. A vote was taken: Mr. Barnhart-yes, Mrs. Fryman-yes, Ms. Nash-yes, Mr. Robinson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, and Mayor Sanner-yes

### PUBLIC HEARINGS

None

### COMMUNICATIONS AND PRESENTATIONS

#### *POLICE DEPARTMENT AWARDS*

Police Chief Doug Woodard gave a brief summary on each award recipient and Deputy Chief David Wessling presented each of them with their trophies and/or plaques.

*Employee of the Year* – Officer John B. Perry

*Perfect attendance Award* – Officer Jared S. Moore, Officer Matthew L. Harper, and Officer John B. Perry

Council congratulated each award recipient and thanked them for the great job they do for the city.

### COMMENTS BY THE AUDIENCE

Mr. James Napper, 43 Redington Court. Mr. Napper informed of the United Memorial Methodist Church Saint Patrick's Day Dinner on March 16, 2019, from 4 p.m. – 7 p.m. Tickets are \$11.00/adult and \$5.00/children.

**RECORD OF PROCEEDINGS**  
WEST CARROLLTON CITY COUNCIL REGULAR

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10149

Held February 26, 20 19

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**ORDINANCE 3643**

*An Ordinance Adopting Amendments to Chapter 33 of the Code of Ordinances of the City of West Carrollton Known as "Administration," to Reflect the Current Organization and Responsibilities of the Service Department and Planning and Community Development Department. (1<sup>st</sup> reading)*

Chief Code Enforcement Officer Enterman informed Ordinance 3643 proposes amendments to Chapter 33 titled, "Departments Boards and Commissions." A review of Chapter 33 was completed by staff and certain updates and amendments were deemed necessary to reflect the current organization and responsibilities of both the Service Department and the Planning and Community Development Department.

Proposed amendments include deleting §33.24 which assigns the Service Director supervision of the Division of Building and Zoning Inspection, which is currently the responsibility of the Director of Planning and Community Development. Section 33.25 is to be deleted at the request of the Finance Director as this is no longer necessary. Section 33.70 would be amended to reflect the Director of Planning and Community Development's current supervision responsibility for the Divisions of Code Enforcement, as well as the Building Inspection and Zoning Administration.

Proposed updates include adding new §33.72, thereby establishing a division of Code Enforcement; adding a new §33.73, thereby re-establishing a division of Building Inspection; and finally, adding a new §33.74, thereby re-establishing a division of Zoning Administration.

**ORDINANCE 3644**

*An Ordinance Adopting Chapter 58 of the Code of Ordinances of the City of West Carrollton Known as "Public Works Code Administration and Enforcement," Which Establishes Powers and Duties Necessary to Properly Enforce Chapters 50 Through 57 to Include Chapters 92 and 97 of the Code of Ordinances of the City of West Carrollton Through the Division of Code Enforcement. (1<sup>st</sup> reading)*

Chief Code Enforcement Officer Enterman informed this ordinance is seeking Council's approval to establish enforcement and administrative powers of the Public Works Codes to the division of Code Enforcement.



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Chapter 58 was created to establish duties, responsibilities, procedures, and penalties for the division of Code Enforcement.

APPOINTMENTS TO BOARDS/COMMISSIONS

*Jean McEntarfer – Personnel Appeals Board*

Mayor Sanner moved, seconded by Mr. Barnhart to appoint Ms. McEntarfer to the Personnel Appeals Board for the longest term possible. A vote was taken: Mr. Barnhart-yes, Mrs. Fryman-yes, Ms. Nash-yes, Mr. Robinson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, and Mayor Sanner-yes

*Sarah Tallet – Planning Commission*

Mayor Sanner moved, seconded by Mr. Robinson to appoint Ms. Tallet to the Planning Commission for the longest term possible. A vote was taken: Mr. Barnhart-yes, Mrs. Fryman-yes, Ms. Nash-yes, Mr. Robinson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, and Mayor Sanner-yes

REPORTS BY OFFICERS

Mr. Townsend informed staff opened bids for the 2019 East Dixie Drive resurfacing project which is on the East end from St. Rt. 741 (Springboro Pike) to Dryden Road. The apparent low bid was submitted by Barrett Paving in the amount of \$284,785.50. Unfortunately that is about 4.9% over was our estimate was and this is because the price of asphalt has gone up as well as an estimating error on our part due, about \$7,000, due to underestimating the cost of maintaining traffic as this is a busy intersection. Overall we think it's a good bid and our Service Director is recommending we proceed with this project. The project is scheduled to begin on March 15<sup>th</sup> and should be finished by August 16<sup>th</sup> but we don't think it will take that long. As the date gets closer we will put out information maybe in our newsletter. We will be doing this under traffic so this will cause a significant amount of backups and delays and we ask that people use alternate routes to get to their destinations as the construction proceeds. Funding for this project is in two forms, around \$190,000 is coming from Federal STP funds through MVRPC the other \$94,000 is coming from the County Permissive Tax which is a portion of our license plate fees as administered by the County.

Mrs. Mattingly gave community updates:

- CSX railroad came in on Thursday February 21<sup>st</sup> and closed down Farmersville-West Carrollton railroad tracks for repairs. Our estimate shows they should be finished by Thursday, February 28<sup>th</sup> possibly as late as Monday, March 4<sup>th</sup>.

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- Rec. Soccer will be here from 6-8 p.m. on Wednesday 2/27.
- March 16<sup>th</sup> - The Lions Club will be hosting their annual St. Patrick's Day dinner.
- March 16<sup>th</sup> from 10 a.m. – 12 p.m. The city will be hosting a Scavenger Hunt and the teams will start at the Civic Center and will need to have transportation as you hunt for clues around town.

**UNSCHEDULED BUSINESS**

*Comments by the Audience*

None

*Comments by Council*

None

**RECESS**

Mayor Sanner moved, seconded by Mr. Barnhart to recess to a work session to discuss the items on the agenda. A vote was taken: Mr. Barnhart-yes, Mrs. Fryman-yes, Ms. Nash-yes, Mr. Robinson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, and Mayor Sanner-yes

**WORK SESSION**

PRESENT: Mayor Jeff Sanner, Councilmembers Rick Barnhart, Angie Fryman, Leanne Nash, Harold Robinson, Jill Tomlin, and Amanda Zennie. City Staff – City Manager Brad Townsend, Law Director Lori Denlinger, Parks and Recreation Director Christian Mattingly, and Public Relations Coordinator Erika Mattingly

**Pool Fees**

Christian Mattingly, Parks and Recreation Director, presented to council a report and recommendation from the Parks Board on 2019 Wilson Park Pool Fees. The Board is recommending a 4% increase after a few years with no increases. A copy of Mr. Mattingly's report is available upon request. After a brief discussion, it was the consensus of council to proceed as proposed.

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Citizen Survey

Erika Mattingly, Public Relations Coordinator, discussed the proposal from Wright State University to conduct the next Citizen's satisfaction survey. The last survey was conducted in March, 2015. The objective is to conduct the survey every 4 to 5 years.

After a lengthy discussion, it was the consensus of council to proceed with the WSU proposal in the second quarter of this year.

Summer Block Parties

Mrs. Mattingly discussed three potential dates and locations for council summer block parties. Recommended locations are Lake Forest Park, Harry Russell School, and Indian Creek Condominiums. Proposed dates are Saturday, June 22<sup>nd</sup>, Wednesday, July 16<sup>th</sup>, and Saturday, August 10<sup>th</sup>.

After a brief discussion, council authorized staff to firm up these proposed dates and locations and report back at a future council meeting.

ADJOURNMENT

With no further business, Mayor Sanner motioned, seconded by Angie Fryman to adjourn the meeting. Voice vote was unanimous, motion carried. The meeting was adjourned at 7:59 p.m.

  
Assistant Clerk of Council

  
Mayor

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