

RECORD OF PROCEEDINGS

Minutes of WEST CARROLLTON CITY COUNCIL REGULAR Meeting

Held January 24, 2023

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

PRESENT: Mayor Jeff Sanner, Councilmembers Rick Dobson, Jill Tomlin, Amanda Zennie, Rick Barnhart, and Keith Tilton, City Staff - City Manager Brad Townsend, Law Director Lori Denlinger, Service Director Rich Norton, Civil Engineer John Vance, and Clerk of Council Tracy Rankin.

EXCUSED: Councilmember Angie Fryman

MINUTES

Mrs. Tomlin moved, seconded by Mrs. Zennie to approve the regular meeting minutes of January 10, 2023. A vote was taken: Mr. Dobson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, Mr. Barnhart-yes, Mr. Tilton-yes, and Mayor Sanner-yes.

PUBLIC HEARINGS

None

COMMUNICATIONS AND PRESENTATIONS

None

COMMENTS BY THE AUDIENCE

James Napper, of 43 Reddington Court in West Carrollton, addressed Mayor Sanner and Councilmembers to remind them that the West Carrollton Lyons Club is going to have a "Corn Beef and Cabbage Dinner" on St. Patrick's Day, which is Friday, March 17th. There will also be chicken and noodles. The dinner will be held at the Memorial United Methodist Church.

UNFINISHED BUSINESS

None

NEW BUSINESS

Ordinance 3745 - An Ordinance Providing For Personnel Classification, Rates Of Pay, And Fringe Benefits For Employees Of The City Of West Carrollton, Ohio, Repealing Ordinance 3741 And Any Ordinance In Conflict Herewith. (1st reading)

Mr. Townsend presented Ordinance 3745. He explained after Ordinance 3741 was passed; we realized the spreadsheet used to create the wage increase was not rounding correctly. He stated a number of the revisions can be considered housekeeping in nature. He mentioned the corrections were highlighted in red. Most of the wage differences

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NEW BUSINESS (continued)

Ordinance 3745 (continued)

were only \$.01, and not every position was impacted. He also explained when we adopted this ordinance we were unaware that the minimum wage was going to increase, so that is also addressed with this amended Ordinance, which impacts primarily the seasonal employees. The next amendment is on page 4, which includes a comp. time policy for all non-union employees that is similar to the comp. time policy offered to contract employees. This will allow for non-union employees to be paid for their overtime hours or as an alternative request those hours be put into a comp. time bank to be used as paid time off at a later date. He gave an example: If an employee works for an hour then they will get an hour and a half in their bank. He explained other stipulations regarding how much time can be entered into the bank and how/when it can be used. The next amendment is on page six, increasing the number of personal leave days to four to match what is offered in the police union contracts. He stated the final amendment is on page thirteen, which involves vacation time accrued. The time accumulated for employees who have been here between five years and ten years will now match what is in all of the union contracts. Mr. Townsend offered to answer any questions.

Mayor Sanner asked if there were any questions for Mr. Townsend. There were none. Mayor Sanner stated this will be the first reading of Ordinance 3745 and it will be on the agenda at the next meeting.

Resolution 1-2023 – A Resolution Declaring That The Estimated Costs For The Repair Of Certain Sidewalks, Curbs, And Gutters In The City Of West Carrollton Are On File In The Office Of The Clerk Of Council Of The City Of West Carrollton For The Inspection And Examination Of All Persons Interested Therein.

Civil Engineer John Vance presented Resolution 1-2023. He explained this resolution is for the 2022 Curb and Sidewalk program. This past Fall the city's contractor completed all of the work that property owners did not complete themselves. He stated attached to this Resolution is Exhibit A, which lists each property and the estimated final costs. This resolution will allow him to send out the notice of assessment letters to the property owners, which is attached as Exhibit B. The letter will include the property address with the estimated final cost. Property owners will have an objection period, which will end on February 23, 2023. The list will also be kept on file with the Clerk of Council. Mr. Vance stated he will be back with the Assessment Ordinance at the February 28th City Council Meeting. He offered to answer any questions.

Mrs. Zennie moved, seconded by Mayor Sanner to approve Resolution 1-2023. A vote was taken: Mr. Dobson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, Mr. Barnhart-yes, Mr. Tilton-yes, and Mayor Sanner-yes.

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NEW BUSINESS (continued)

Resolution 2-2023 – A Resolution Declaring The Necessity That Certain Sidewalks, Drive Approaches, Curbs, And Gutters Shall Be Constructed.

Civil Engineer John Vance presented Resolution 2-2023. He explained this resolution is for the notice to construct for the 2023 program. He stated this past Fall each property was inspected for the needed work and marked appropriately. A list of the properties with the estimated costs are shown on Exhibit A, which is attached to the resolution. This resolution will allow him to send out the notice to construct letters. A copy of each worksheet will be included with the letter. Property owners will have until April 28th to pull a permit, and May 31st to complete the work if they decide to do it themselves or hire their own contractor. Any work that is not completed by June 1st will be given to the City's contractor for them to complete. The estimated completion date of the entire project is August 31, 2023, but that could vary depending on the contractor's schedule.

Mayor Sanner asked if there were any questions for Mr. Vance. There were none.

Mr. Barnhart moved, seconded by Mrs. Tomlin to approve Resolution 2-2023. A vote was taken: Mr. Dobson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, Mr. Barnhart-yes, Mr. Tilton-yes, and Mayor Sanner-yes.

Resolution 3-2023 – A Resolution Authorizing The City Manager To Advertise For Bids For The Purchase Of City Vehicles/Equipment And To Expend A Sum In Excess Of \$50,000 Therefore.

Mr. Norton presented Resolution 3-2023. He stated this is an annual resolution that will allow the City to purchase vehicles, specifically for the Parks, Police, and Building Inspection departments this year.

Mayor Sanner asked if there were any questions for Mr. Norton. There were none.

Mrs. Tomlin moved, seconded by Mrs. Zennie to approve Resolution 3-2023. A vote was taken: Mr. Dobson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, Mr. Barnhart-yes, Mr. Tilton-yes, and Mayor Sanner-yes.

Resolution 4-2023 – A Resolution Authorizing The City Manager To Advertise For Bids For The Purchase Of Road Salt And To Expend A Sum In Excess Of \$50,000 Therefore.

Mr. Norton presented Resolution 4-2023. He explained this is also an annual bid.

Mayor Sanner asked if there were any questions for Mr. Norton. There were none.

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NEW BUSINESS (continued)

Resolution 4-2023 (continued)

Mayor Sanner moved, seconded by Mr. Tilton to approve Resolution 4-2023. A vote was taken: Mr. Dobson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, Mr. Barnhart-yes, Mr. Tilton-yes, and Mayor Sanner-yes.

Resolution 5-2023 – A Resolution Authorizing The City Manager To Advertise For Bids For The Purchase Of Chemicals And To Expend A Sum In Excess Of \$50,000 Therefore.

Mr. Norton presented Resolution 5-2023. He explained this is an annual bid for water and wastewater plant chemicals.

Mayor Sanner asked if there were any questions for Mr. Norton. There were none.

Mrs. Zennie moved, seconded by Mr. Barnhart to approve Resolution 5-2023. A vote was taken: Mr. Dobson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, Mr. Barnhart-yes, Mr. Tilton-yes, and Mayor Sanner-yes.

Resolution 6-2023 – A Resolution Authorizing The City Manager To Advertise For Bids For Street Resurfacing And Repair And To Expend A Sum In Excess Of \$50,000 Therefore.

Mr. Norton presented Resolution 6-2023. He stated this resolution is for our annual street resurfacing, which is paid for out of our local funding. He explained this project will be finalizing the streets over the next few weeks as we see the damage from the winter.

Mayor Sanner asked if there were any questions for Mr. Norton. There were none.

Mr. Barnhart moved, seconded by Mr. Dobson to approve Resolution 6-2023. A vote was taken: Mr. Dobson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, Mr. Barnhart-yes, Mr. Tilton-yes, and Mayor Sanner-yes.

Resolution 7-2023 – A Resolution Authorizing The City Manager To Advertise For Bids For Repair And Construction Of Curb, Gutter, Sidewalk And Driveway Approaches And To Expend A Sum In Excess Of \$50,000 Therefore.

Mr. Norton presented Resolution 7-2023. He explained this project is for the completion of the 2023 Curb & Sidewalk program that Mr. Vance mentioned. This is for the contractor that will finish the work not completed by the property owners, and will take place later this summer.

Mayor Sanner asked if there were any questions for Mr. Norton. There were none.

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NEW BUSINESS (continued)

Resolution 7-2023 (continued)

Mayor Sanner moved, seconded by Mrs. Zennie to approve Resolution 7-2023. A vote was taken: Mr. Dobson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, Mr. Barnhart-yes, Mr. Tilton-yes, and Mayor Sanner-yes.

Resolution 8-2023 – A Resolution Authorizing The City Manager To Advertise For Bids For The Mot – East Dixie Drive Resurfacing Project And To Expend A Sum In Excess Of \$50,000 Therefore.

Mr. Norton presented Resolution 8-2023. He explained this project is the resurfacing of East Dixie Drive from Cedar Street to just east of ele' Cake Company. He stated there will be a three-inch milling and resurfacing. Mr. Norton mentioned the project was funded with a Surface Transportation Grant through MVRPC and ODOT in the amount of \$306,466. That grant is capped at that amount, so there will be some local expenditures around \$117,145. After we pay for that project, we will reimburse through the Permissive Tax program managed by the County. The schedule is to have the bid opening in March, award construction grant in April, and construction during July and August.

Mayor Sanner asked if this would be just Dixie and not Central. Mr. Norton answered Central is another project under a different resolution, which is funded through stimulus money. Mayor Sanner asked if the work would be done at the same time. Mr. Norton answered no. Central will be done first, then Dixie second. Mr. Tilton asked how will some of the infrastructure projects going on near I-75 effect these street resurfacing projects. Mr. Townsend answered these are outside the scope. Mr. Norton stated this will be done this summer, where the other project will be after that. Mr. Townsend answered yes, probably next year. Mayor Sanner asked if there were any other questions for Mr. Norton. There were none.

Mr. Barnhart moved, seconded by Mr. Tilton to approve Resolution 8-2023. A vote was taken: Mr. Dobson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, Mr. Barnhart-yes, Mr. Tilton-yes, and Mayor Sanner-yes.

Resolution 9-2023 – A Resolution Authorizing The City Manager To Advertise For Bids For The Construction Of The Water Well #5 Project And To Expend A Sum In Excess Of \$50,000 Therefore.

Mr. Norton presented Resolution 9-2023. He explained this project will construct a new water well at our water wellfield on Pierce Avenue. It is proposed to be funded by an Ohio Public Works grant. It is proposed to come as a \$334,075 grant and \$334,075 loan. He stated as soon as we get the final letter from OPWC we will be able to proceed with

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NEW BUSINESS (continued)

Resolution 9-2023 (continued)

that project. The funds will be available after we sign the agreement around July 1st. He stated we plan to have a bid a month or six weeks ahead of that date so we are ready to go with a contractor.

Mayor Sanner asked if there were any questions for Mr. Norton. There were none.

Mrs. Zennie moved, seconded by Mrs. Tomlin to approve Resolution 9-2023. A vote was taken: Mr. Dobson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, Mr. Barnhart-yes, Mr. Tilton-yes, and Mayor Sanner-yes.

Resolution 10-2023 – A Resolution Authorizing The City Manager To Advertise For Bids For The Replacement Of The Water Softening Plant Membranes And To Expend A Sum In Excess Of \$50,000 Therefore.

Mr. Norton presented Resolution 10-2023. He explained this is a maintenance project at the softening plant. He stated we have two membrane trains. One was replaced about two years ago. This second train was supposed to be replaced last year, but the membranes were cleaned so it lasted another year and was added to the 2023 Budget. The cost is approximately \$95,000, and they typically last around six or seven years.

Mayor Sanner asked if there were any questions for Mr. Norton. There were none.

Mr. Dobson moved, seconded by Mrs. Tomlin to approve Resolution 10-2023. A vote was taken: Mr. Dobson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, Mr. Barnhart-yes, Mr. Tilton-yes, and Mayor Sanner-yes.

Resolution 11-2023 – A Resolution Authorizing The City Manager To Advertise For Proposals And Enter Into An Engineering Contract For The Owl Creek Flood Study Project And To Expend A Sum In Excess Of \$50,000 Therefore.

Mr. Norton presented Resolution 11-2023. He explained this project was discussed during one of the work sessions. Council expressed interest in updating the Owl Creek Study that was originally done in 2005. Financing and inflation have changed over the years, so this proposal will update that, and incorporate some of the project so far, which includes replacing three bridges. The estimated cost is \$50,000. Mr. Norton stated he plans to get proposals in the next few weeks and move forward with the project.

Mayor Sanner asked if there were any questions for Mr. Norton. There were none.

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NEW BUSINESS (continued)

Resolution 11-2023 (continued)

Mr. Tilton moved, seconded by Mayor Sanner to approve Resolution 11-2023. A vote was taken: Mr. Dobson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, Mr. Barnhart-yes, Mr. Tilton-yes, and Mayor Sanner-yes.

Resolution 12-2023 – A Resolution Authorizing The City Manager To Advertise For Bids For The Collection And Disposal Of Recyclables In The City Of West Carrollton And To Expend A Sum In Excess Of \$50,000 Therefore.

Mr. Norton presented Resolution 12-2023. Mr. Norton explained this project is to get proposals to renew our contract to collect recyclable materials. The current contract expires March 31st and was locked in for a five year window. He stated once we receive the rates for the new contract he will come before Council again.

Mayor Sanner asked if there were any questions for Mr. Norton. There were none.

Mr. Barnhart moved, seconded by Mr. Tilton to approve Resolution 12-2023. A vote was taken: Mr. Dobson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, Mr. Barnhart-yes, Mr. Tilton-yes, and Mayor Sanner-yes.

Resolution 13-2023 – A Resolution Authorizing The City Manager To Advertise For Bids For Phase 1 Of Improvements To The Alex-Bell Road/I-75 Underpass, And To Expend A Sum In Excess Of \$50,000 Therefore.

Mr. Townsend presented Resolution 13-2023. He explained Mr. Gaines has been working on this project for quite some time. The design options are nearing completion, and will be brought before Council before the end of the first quarter. Between the \$75,000 Community Development Block Grant and the \$135,000 approved in the budget, this will complete Phase 1, which is approximately half of the entire project.

Mayor Sanner asked if there were any questions for Mr. Townsend. There were none.

Mr. Barnhart moved, seconded by Mrs. Zennie to approve Resolution 13-2023. A vote was taken: Mr. Dobson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, Mr. Barnhart-yes, Mr. Tilton-yes, and Mayor Sanner-yes.

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NEW BUSINESS (continued)

Resolution 14-2023 – A Resolution Authorizing the City Manager To Enter Into A Contract With Merrick and Company/The McLaughlin Whitewater Group For Preliminary Design Services For A Riverpark At The South Montgomery County Low Dam In West Carrollton, Ohio At A Cost Not To Exceed \$735,000.00.

Mr. Townsend presented Resolution 14-2023. He explained in the packet there is a memo from Economic Development Director Mike Lucking along with a proposal from McLaughlin Whitewater to complete the next phase of the Whitewater Park. This design scope would include some analysis and planning area that goes a little bit beyond the initial Whitewater area. Mr. Townsend stated the largest part of this contract is them completing design drawings up to 30% completion, which is necessary for us to complete the permanent process with a core of engineers. The estimated cost of this is \$735,000, but the County has agreed to give us \$750,000 to pay for this. He stated this resolution will allow him to sign the contract, but he will wait until we have confirmation from the County that they authorized this expenditure.

Mayor Sanner asked if there were any questions for Mr. Townsend. There were none.

Mayor Sanner moved, seconded by Mrs. Tomlin to approve Resolution 14-2023. A vote was taken: Mr. Dobson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, Mr. Barnhart-yes, Mr. Tilton-yes, and Mayor Sanner-yes.

REPORTS BY OFFICERS

Mr. Townsend explained Civil Engineer John Vance is in charge of our flood insurance community rating program. He stated he is happy to report Mr. Vance was able to get our rating down from an 8 to a 7, which means anyone that has to purchase flood insurance within the City will get a 15% discount on their rates. He also asked everyone to be safe in their commute the next morning with the snow coming in.

Mrs. Dillin, from Hardy Communications/Dillin Events, gave a report on events happening in January and February

- Dog Tags are on sale in the Civic Center on Thursday, January 26th. Everyone must have their dog tags by January 31st.
- On December 31st, there was a Noon Year's Eve balloon drop for kids.
- Paint Escape is extremely popular and was sold out on January 18th, so more of these events will be scheduled.
- There is a photo contest on social media encouraging residents to post their photos. The winner will receive a bluetooth speaker and wireless phone charger with the West Carrollton logo on it.

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REPORTS BY OFFICERS (continued)

Mrs. Dillin continued:

- On February 16th, A Family Adventure will be held in the Civic Center Community Room from 6:00 p.m. to 8:00 p.m. It is \$5.00. For more information, please visit westcarrolltönevents.com.
- On February 21st, a Mardi Gras celebration will be held at the Carrollton Centre from 5:00 p.m. to 8:00 p.m. It is a free event.

UNSCHEDULED BUSINESS

Comments by the Audience

None

Comments by Council

Mrs. Tomlin mentioned the dog licenses require cash or check as payment. No credit cards are accepted. She also thanked Mr. Vance on his work with reducing the flood insurance rates for residents within the city. She asked everyone to stay safe during the winter storm.

Mr. Tilton stated he sits on the board for the Miami Valley Communications Council and mentioned the recent loss of a long-term board member, George Bayless. Mr. Bayless sat on this board for 20+ years, along with the Kettering City School Board for many years. He asked everyone to keep his family and friends in their prayers. He thanked Mr. Norton for the Owl Creek Resolution.

Mayor Sanner also thanked Mr. Vance on his hard work in obtaining the 15% discount for citizens who must obtain flood insurance. He asked everyone to be careful during the storm.

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. Dobson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, Mr. Barnhart-yes, Mr. Tilton-yes, and Mayor Sanner-yes.

Mayor Sanner moved, seconded by Mr. Barnhart to recess to an Executive Session pursuant to Ohio Revised Code 121.22(G)(1) to consider the appointment, employment, promotion, or compensation of a public employee, to return for adjournment. A vote was taken: Mr. Dobson-yes, Mrs. Tomlin-yes, Mrs. Zennie-yes, Mr. Barnhart-yes, Mr. Tilton-yes, and Mayor Sanner-yes.

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WORK SESSION

PRESENT: Mayor Jeff Sanner, Councilmembers Rick Dobson, Jill Tomlin, Amanda Zennie, Rick Barnhart, and Keith Tilton, City Staff - City Manager Brad Townsend, Law Director Lori Denlinger

EXCUSED: Councilmember Angie Fryman

Electric and Natural Gas Aggregation Program Discussion

Mr. Bob Snavely from Palmer Energy was present to discuss the next steps in beginning the process to set up an Electric and Natural Gas aggregation program for the community. Council has indicated a desire to join with other communities as part of the MVCC program, administered by Palmer. The next step would be for council to adopt a resolution approving the governance plan for each program. A copy of the plan was provided to council for review. Prior to the adoption of the resolution, State law requires that two public hearings be held, one for each proposed program (Electric and Gas). Mr. Snavely proceed that these could be held on the same day approximately 30 minutes apart, if council wished. Notice of the public hear must be published in the local newspaper on two separate occasions prior to the event. Staff recommend council hold the public hearings before the next council meeting at 5:00 and 5:30 respectively.

After a brief discussion, it was the consensus of council to move forward with scheduling a public hearing as proposed. Staff was directed to publish notice as required.

EXECUTIVE SESSION

Council met in executive session pursuant to ORC 121.22 (G)(1)- To consider the appointment, employment, promotion, or compensation of a public employee.

ADJOURNMENT

With no further business, Mayor Sanner moved, seconded by Rick Barnhart to adjourn the meeting. Voice vote was unanimous, motion carried. The meeting was adjourned at 8:47 p.m.


Tracy Rain

Clerk of Council


Jeff Sanner
Mayor