

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

Thursday, April 15, 2021

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CALL TO ORDER: Mayor Williams called the Riverside, Ohio City Council Meeting to order at 6:00 p.m. at the Riverside Administrative Offices located at 5200 Springfield Street, Suite 100, Riverside, Ohio, 45431.

ROLL CALL: Council attendance was as follows: Ms. Campbell, present; Mr. Denning, present; Mrs. Franklin, present; Ms. Fry, present; Ms. Lommatzsch, present; Mr. Teaford, present; and Mayor Williams, present.

Staff present was as follows: Mark Carpenter, City Manager; Chris Lohr, Assistant City Manager; Tom Garrett, Finance Director; Dan Stitzel, Fire Chief; Matt Sturgeon, Police Major; Kathy Bartlett, Public Services Director; Gary Burkholder, Community Development Director, Dalma Grandjean, Law Director; and Katie Lewallen, Clerk of Council.

EXCUSE ABSENT MEMBERS: There were no absent council members.

ADDITIONS OR CORRECTIONS TO AGENDA: There were no additions or corrections to the agenda.

APPROVAL OF AGENDA: Mr. Teaford motioned to approve the agenda. Mrs. Franklin seconded the motion. All were in favor; none opposed. **Motion carried.**

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE: Mayor Williams led the pledge of allegiance.

MINUTES: Deputy Mayor Lommatzsch motioned to approve the minutes from the March 25, 2021 special meeting and the April 1, 2021 council meeting. Mr. Denning seconded the motion. All were in favor; none opposed. **Motion carried.**

ACCEPTANCE OF PRIOR MONTH'S CITY FINANCIAL REPORT: Mr. Garrett stated that he provided council an updated income tax chart at their seats. The difference from what was in the packet was the return of \$64,000 to the State of Ohio due to the centralized net profit reporting one large corporation asked for a refund of the money and we had to give it back to the state. The chart shows \$64,000 less income tax during the month of March. All the other tabular reports in the packet remain accurate. Mr. Denning motioned to approve the monthly financial report from March 2021. Mrs. Franklin seconded the motion. All were in favor; none opposed. **Motion carried.**

COUNCIL CALENDAR – Mayor Williams presented council with the idea of recognizing the 4th of July holiday on that Thursday, July 1, 2021, and still meeting on July 15, 2021. Mr. Carpenter stated that last year they had one business meeting in July and did not meet the first meeting in July due to the fourth. He added that some people are going to be on vacation and thought to bring it up and see what the thoughts of council were. The city observes the holiday this year on July 5, 2021; it would just not have a council meeting. Ms. Fry and Mr. Denning stated they do not see any reason not to have a meeting unless there is no business. If there was no major business going on they may not need to meet. Mayor Williams stated last year they made the decision closer to July and this is to just have conversation to think about it. Ms. Fry stated she was more concerned with people being out the following week with the July 8, 2021 work session. Mayor Williams stated they can revisit it closer to the time.

WRITTEN CITIZEN PETITIONS: Mayor Williams advised citizens present to fill out a paper to speak and those on Zoom to notify the host if they wished to speak about agenda or non-agenda items.

DEPARTMENT UPDATES:

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A) Finance Department – Mr. Garrett: Beyond the financial reports and the normal quarterly reporting to keep things going, one thing I would like to point out is that there have been several complaints about the withholding of income tax from employees even though they may be working at a different location than their office location. There have been some law suits in Cincinnati and Columbus about that to complain about the constitutionality of House Bill 197. There are also some pending bills in the Ohio Legislature. Today, the OML in their weekly newsletter put out about an updated House Bill 157, which would have some adjustments to that and potentially open us up to having to refund some income tax we have been collecting for the last year. It is a concern to us. CCA on our behalf, and RITA also, and many cities are lobbying the legislature to help them understand that this would be very disruptive to our income tax.

B) Administration Department – Mr. Lohr: A week from Saturday, we have the neighborhood cleanup on April 24, 2 pm – 4 pm. The role the city plays is having staging areas in the four major parks: Community Park, Rohrer Park, Shellabarger Park, and Drennen Park. In those locations, we will have where people can come in and start their cleanup and get trash bags, gloves, masks, and water. They can then go and walk the park or neighborhood and pickup their trash and then bring it back to the park and drop in a staged dumpster. If anybody on Council is available to man one of the staging areas, it would be great to have some additional volunteers. I think we will have a successful event and an exciting weekend for that. At the Wright Point buildings, the contract for the backflow preventer was approved from Pester Plumbing and I have them rolling on that project. They are ordering the supplies and hope to get that project started, start the excavation for that over at the other building before the end of the month. I also have some fire system improvements going on. We had the fire pump for that building being serviced and rebuilt as well as some work on the fire doors. On the HR side, we extended an offer to a fire fighter to fill an open position there and will have orientation next Monday. We are still interviewing for the engineering technician. We have one candidate we have selected to come back for a second interview in person. We will conduct that interview next week and hopefully we have a candidate we can hire to replace Jay as he retires next month. On the IT side, I mentioned last year at the council retreat that we have some opportunities for improvement for information management. We have been looking at some ways to digitize our personnel files, contracts, and project files in better ways to manage the information. I think we have identified a program and company that is going to be able to help us out. We will be able to digitize most of the files and make them searchable and available for all the staff that need that. It will make us much more efficient and save us a lot of space with the storage of the documents, and money with creation of those documents. Mr. Garrett and I had a demonstration today for an upgrade on the CMI system. This is the system used to do all of our finances. There is an opportunity to upgrade the system, which will allow electronic payroll and purchase requisitions. Right now, we do that all by shuffling paper around. Once the documents are approved, we store those here. It may be costly, but if you compare the staff time used now to do that manually and on paper to the cost we have to upgrade the system, I think there would be a definite benefit to that. Hopefully, that is an upgrade we can make if not this year then possibly next year.

Deputy Mayor Lommatzsch: Mr. Lohr, have we made any attempts to contact scout groups or church groups or city groups to participate in Saturday's cleanup day. Mr. Lohr: I haven't reached out to any scout groups, but I know that Hope4Riverside has put out some calls for volunteers; and I will have to touch base with Mr. Flaute and Mr. Powell to see where they are and see if they are getting volunteers. Deputy Mayor Lommatzsch: Are we getting the supplies from the county, did I read that somewhere or are we paying for them? Mr. Lohr: That is correct, a large portion we will be able to get from the solid waste district.

C) Community Development Department – Mr. Burkholder: On the Comprehensive Land Use Plan, the RFQs, we went and sent out three request for proposals to the three firms that replied to the RFQs and those are due back by the end of April. We are working on the final edits to the Collier's Management contract and we want to send our

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edits and comments back to that team and have them comment on those. We hope to bring that forward soon. You have legislation tonight relative to the vacant properties agreement, and I know we have received back edits from our law director relative to the actual legislation for the vacant properties. We are busy with enforcement; some of those have been updated in executive session, but also our code enforcement officer has been extremely busy out in the field and now it is grass season. We are reviewing the roof assessment we have. The roof on 5100 is the worst one and that is the one we would like to replace first, but we are reviewing the process to see if we have to go out to bid or if the special tips program would qualify for non-competitive bidding. It is a federal program, but we want to verify that first before moving forward with the project. I probably mentioned it in the past, but it was very successful getting rid of a lot of the excess records that we had and some records abandoned here in Wright Point by former tenants. All of those things are cleaned out. The economic development director sent out a letter to tenants that had some furniture and things stored here so what is left and some of the furniture and old door frames and mechanical equipment that council has signed off on for disposal, we are working with the county for them to advertise those lots for sale and if they can't be sold they will be disposed of. That will clear up a lot of the space. We are preparing as we continue to have showings and listings that this space is clean, it shows better, and is also ready in case someone wants to lease that space. We are cleaning our excess surplus that has no value but that which does we'll go ahead and try to get that sold.

D) City Manager Report – Mr. Carpenter: I want to let council and the people that are viewing tonight know that we did post for opportunities to volunteer for the pending budget committee. We want to start inviting people to sign up and fill out the volunteer forms to participate with that committee. We will keep refreshing it to get as many participants as possible.

Ms. Fry: Under the service department, it says that there needs to be an answer on including Honeyleaf into the 2021 paving program by mid-April. Is that OBE based on last weeks discussion or is that something still outstanding. Mr. Carpenter: No, we decided to include that as an alternate so we will take bids on it. Ms. Bartlett: It was something we were discussing at the time of the PAR, since then we made decisions to go ahead and bid it, but then without actually knowing where the source of funding is going to come from, but we may know that by the time the contract has to be signed with the contractor and that is not until early June. Mr. Carpenter: Early June is when we expect to have the bids back and then we would have to commit.

Mr. Denning: You have in your report you discussed a waterline issue with Overlook, can you expand on that? Mr. Carpenter: Yes, Overlook contacted us because they have a lot of repairs and things they need to do so they contacted us about some funding sources. We tried to connect them with Montgomery County to try to further address the issue and if they had any ideas where they could get some funding. They were aware of reaching out to the EPA to try and get some grants to address the waterlines. Mr. Denning: Okay, so they were just asking for ways to fund it. Mr. Carpenter: Right.

PUBLIC COMMENT ON AGENDA ITEMS: Mayor Williams stated if there was anyone online that would like to comment on agenda items to let Mr. Lohr know at this time. Mr. Lohr stated that no one has messaged him to speak.

NEW BUSINESS

A) RESOLUTIONS

- I) **Resolution No. 21-R-2671 – authorizing the city manager to enter into an intergovernmental agreement with the Board of County Commissioners of Montgomery County, Ohio for the design and construction of a sanitary siphon under the Olentangy Bridge replacement.**

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Mr. Carpenter stated the resolution is for the Olentangy Bridge project where the county is interested in doing some of the sanitary sewer work underneath the bridge. The agreement would call for the city to pay the fee for the engineering costs and then be reimbursed by the county once the project is complete.

Mr. Denning motioned to approve Resolution No. 21-R-2671. Deputy Mayor Lommatzsch seconded the motion.

All were in favor; none opposed. **Motion carried.**

II) Resolution No. 21-R-2672 – authorizing the city manager to enter into an agreement with Property Registration Champions, LLC, dba ProChamps, a Florida Limited Liability Company with offices at 2725 Center Place, Melbourne, FL, 32940, and the City of Riverside.

Mr. Carpenter stated this resolution is to enter into an agreement with ProChamps once the city has the vacant property ordinance in place. That legislation should be coming at the next meeting.

Mr. Denning motioned to approve Resolution No. 21-R-2672. Mrs. Franklin seconded the motion.

All were in favor; none opposed. **Motion carried.**

PUBLIC COMMENT ON NON-AGENDA ITEMS: Mayor Williams asked that anyone wishing to comment on non-agenda items to let Mr. Lohr know at this time. Mr. Lohr stated that no one has messaged him to speak.

COUNCIL MEMBER COMMENTS: Mr. Teaford: I hate to do this, but this will be my last meeting due to health issues. I cannot continue and so I am resigning as of tonight. It has been my pleasure working for the city and being a council member, but there are just too many things going on with my health and I just can't continue. Thank you everybody for all your good wishes and kind thoughts; I will try to be around at times to see what is going on.

Mrs. Franklin: Dan, I am sorry to hear that you are leaving. It has been a joy sitting next to you. I have enjoyed the time we got to spend on council, and I wish you well and I hope that all that is good for you. You will be missed here.

Ms. Campbell: God bless you, Dan. He did a good job. We will miss you. I hope everything works out for you.

Mayor Williams: You will hear the same thing from me. I got the chance to know Dan 13 years ago now, when I was a planning and zoning administrator here and Dan was on the Board of Zoning appeals. Dan and Chuck Childers sure put me through my paces in the beginning and I was always impressed with the professionalism and passion that Dan brought to everything he did for the city as a volunteer. It wasn't just for the City of Riverside. He has done a tremendous amount for people in our city, volunteering, taking care of Rohrer Park, helping out with youth soccer. It is a tremendous legacy that he has left and I will echo April. I felt very fortunate to come on council the same time Dan was reelected and felt a kinship with you, Dan, as I came on as an elected official and really thank you for the kindness and friendship that you have shown me from a kid who was here 13 years ago as an employee to someone now who is able to serve. It is a credit to you and you will be sorely missed, but your health is first and foremost. I think one thing we have all discovered in the last 14 months now is how tenuous our health can be and we just can't take it for granted. As much as I hate to not see you sitting next to April, I am glad that you are able to be at home and putting your health in the place where it belongs, which is front and center. Best wishes, and I hope that we will see you around.

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Deputy Mayor Lommatzsch: Wow, I don't know to say that hadn't already been said about Dan Teaford. He has been a part of this township and this city for many years doing many, many good things. Sitting on council with him has been a pleasure. I won't go through; because I get emotional, but thanks for all you have done, Dan. We will still be calling on you when we need you. Don't give up on us and we won't give up on you. Take care of yourself. Godspeed and good luck on your health.

Ms. Fry: Dan, I am really sorry to see you go. I haven't known you very long. I met you when you first came on council, and I really loved the energy you brought this council. You really grounded us and made sure we remember why we are here and who we are doing this for. I think that is an incredibly important contribution, and that is your legacy. Take care and be well and this isn't goodbye. I hope to continue our friendship over the years to come.

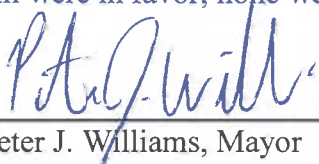
Mr. Denning: I hate to go last on this. Dan, I am very sorry to see you go. I know you and I talked for many years trying to get your to move to council and you were waiting until you retired, and your health was better. Your health now does come first. You have served this community in a lot of different ways and like all of us, this, we serve the community. This is the highest step of serving our community and you have done that well, and you have done us all proud. You may not have always agreed with what went down, but you always backed what the council's final decision was and remember once your health comes back and you are ready to go, you can still run again and get back on council and help us make it better. Or, be a part of one of the other groups to be a part of the city. Take care, be well, and I definitely wish you the best. If you need eggs, give me a call, I will bring you some over. The 22nd of April is Earth Day and this is what we have wrapped this whole community cleanup around. I know the Jaycees and the school system are working to get all the kids involved in helping and cleaning up. The city is involved in getting the parks and rest of the city cleaned up. Dan Ryan is working with groups to try and get trashed picked up in areas so please, everyone, if everybody does a little bit, we can make this community shine. I have to give kudos to Ms. Fry because she is the one who came up with the tagline of "Make Riverside Shine" and I think that is what we really want to do here. We are wrapping it around Earth Day and we are hoping to make this a yearly event. Hopefully, we can make it bigger and better. I would like to see us planting trees in three – five years on Earth Day as a community. This is just the first step, the first year, let's make it grow like a tree.

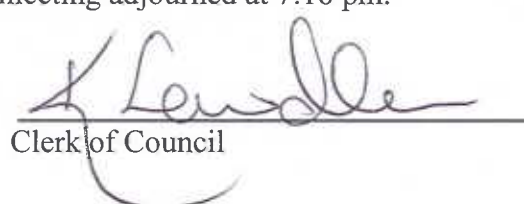
Ms. Fry: I saw today that the Montgomery County Health Department had open appointment slots. They were taking walk-in appointments for the COVID-19 vaccine. I know they have a clinic scheduled for Saturday. I scheduled my sons for their second Pfizer does. I received my second shot on Tuesday. I had a little bit of low-grade fever and headache, but after 24 hours I was feeling great. I encourage everybody to take the opportunity. There is no cost for these clinics. There is a lot of availability so take advantage of it.

EXECUTIVE SESSION: Mr. Denning motioned to go into Executive Session for the reasons listed on the agenda: Personnel. Mrs. Franklin seconded the motion. Roll call went as follows: Mr. Denning, yes; Mrs. Franklin, yes; Ms. Campbell, yes; Ms. Fry, yes; Ms. Lommatzsch, yes; Mr. Teaford, yes; and Mayor Williams, yes. Council went into Executive Session at 6:38 pm.

RECONVENE: Council reconvened at 7:16 pm.

ADJOURNMENT: Ms. Campbell motioned to adjourn. Mr. Denning seconded the motion. All were in favor; none were opposed. The meeting adjourned at 7:18 pm.


Peter J. Williams, Mayor


Clerk of Council

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