

RECORD OF PROCEEDINGS

Minutes of the Riverside City Council Meeting

Held on Thursday, August 17, 2023

Riverside, OH

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

MOTION FOR COUNCIL BUSINESS MEETING PRO TEMPORE: Mr. Joseph moved, seconded by Mr. Maxfield, to have Councilman Mike Denning preside over the council business meeting. All were in favor. **Motion carried.**

ROLL CALL: Council attendance was as follows: Mr. Denning, present; Mrs. Franklin, present; Ms. Fry, absent; Mr. Joseph, present; Ms. Lommatzsch, absent; Mr. Maxfield, present; and Mr. Denning, absent.

Staff present was as follows: Josh Rauch, City Manager; Brian Taylor, Interim Fire Chief; Tom Garrett, Finance Director; Kim Baker, Finance Administrator; Nia Holt, Zoning Administrator; Dalma Grandjean, Law Director; and Katie Lewallen, Clerk of Council.

EXCUSE ABSENT MEMBERS: Mrs. Franklin moved, seconded by Mr. Maxfield, to excuse Ms. Fry, Ms. Lommatzsch, and Mr. Denning from the meeting. All were in favor. **Motion carried.**

ADDITIONS OR CORRECTIONS TO THE AGENDA: Mr. Rauch stated that there was no agenda change only one item on the agenda, Resolution No. 23-R-2863 changed from being a partial grant and loan application to being a full grant application.

APPROVAL OF AGENDA: Mr. Joseph moved, seconded by Mr. Maxfield, to approve the agenda. All were in favor. **Motion carried.**

PLEDGE OF ALLEGIANCE: Mr. Maxfield led the pledge of allegiance.

MINUTES: Mr. Maxfield moved, seconded by Mrs. Franklin, to approve the August 3, 2023, council business meeting minutes. All were in favor. **Motion carried.**

WRITTEN CITIZEN PETITIONS: Councilman Denning stated that anyone wishing to speak should fill out a form located in the back of the room, fill it out, and hand in to the clerk. Speakers will be called upon at the appropriate time during the meeting.

DEPARTMENT UPDATES

A) Finance Department – Mr. Garrett stated they have spent a lot of time on the assessment that will be forthcoming later in the meeting. This week, they have the audit team doing their data collection. Mr. Rauch thanked the finance team for their hard work throughout this process.

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B) Community Development Department – Ms. Holt stated her department has been preparing for the new property maintenance code to go in effect on Monday. They are getting the tools that the code enforcement officer needs such as new tags, and getting the system updated with the new violation numbers. This should be in place by Monday. She stated they were awarded a grant from the Source Water Protection Fund Board. They will post signs about the sensitive groundwater throughout the city and the Source Water Protection Area. She added that Ms. Minnich wrote and got them in the process to be awarded the Ohio EPA Technical Assistance Grant. They are excited to have their help on that and get that project moving forward. She shared words from Sophie, who interned in the Community Development Department over the summer. She researched potential economic development in the area and compiled recommendations for architectural standards in the city. She plans to go to graduate school and stay in the urban development field.

C) Administration Department/City Manager Report – Mr. Rauch stated he believes they will be in a place to show the new personnel budgeting modules at the September work session. He stated that Clemans-Nelson is close to submitting the executive summary of the class composition study. He is hopeful to get that by early next week. He added that the agenda for the first meeting in September is light as much of what needed to be done had to be prior to September. He suggested canceling the September 7, 2023, council meeting. The next meeting would be the work session on September 14, 2023.

Mr. Joseph moved, seconded by Mr. Maxfield, to cancel the September 7, 2023, council business meeting. All were in favor. **Motion carried.**

Discussion was held on the rezoning ordinance that would have its first reading, and if canceling the September 7, 2023, meeting would interfere with that process. Ms. Holt stated they were working with the developer and there are still many things, including a planning commission process, that need to be done, so canceling a meeting will not interfere with the process.

PUBLIC COMMENT ON AGENDA ITEMS: One form had been turned in to speak on an agenda item. Councilman Denning asked the speaker to come forward, state his name and address, and keep comments to three minutes.

Mr. Nick Davis, 4401 Springfield Street, Dayton, OH, stated they are requesting a rezoning from an R-3 to a B-2. As an established business since 1984, they have been on Springfield Street for over 40 years. They look to expand their business operations. This will move office personnel directly across the street. All other operations will remain at their current structure. This rezone will allow them to remain in the community as their business continues to grow and develop. This is their primary locations that allows them

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to serve Wright-Patterson Air Force Base along with a majority of their service clients in the Dayton community. He is there to answer any questions they may have.

UNFINISHED BUSINESS

A. ORDINANCES

- I) **Ordinance No. 23-R-833 – An ordinance to levy special assessments for the construction and repair of curbs, sidewalks, drive approaches, and related appurtenances associated with the 2021 Paving Program. (2nd reading, public hearing, adoption)**

Mr. Maxfield moved, seconded by Mrs. Franklin, to approve the second reading by title of Ordinance No. 23-R-833. The clerk read the ordinance by title only.

Councilman Denning opened the public hearing at 6:13 pm. No one came forward to speak. Councilman Denning closed the public hearing at 6:13 pm.

Roll call: Mr. Maxfield, yes; Mrs. Franklin, yes; Mr. Joseph, yes; and Mr. Denning, yes.
Motion carried.

- II) **Ordinance No. 23-R-835 – An ordinance determining to proceed with the improvement of certain streets between certain termini in the City of Riverside, Ohio, by lighting the same with electricity. (2nd reading, public hearing, adoption)**

Mr. Maxfield moved, seconded by Mr. Joseph, to approve the second reading by title of Ordinance No. 23-R-835. The clerk read the ordinance by title only.

Councilman Denning opened the public hearing at 6:14 pm. No one came forward to speak. Councilman Denning closed the public hearing at 6:14 pm.

Roll call: Mr. Maxfield, yes; Mr. Joseph, yes; Mrs. Franklin, yes; and Mr. Denning, yes.
Motion carried.

- III) **Ordinance No. 23-R-836 – An ordinance to levy special assessments for the construction and repair of curbs, sidewalks, drive approaches, and related appurtenances associated with the 2022 Paving Program – 5 years. (2nd reading, public hearing, adoption)**

Mrs. Franklin moved, seconded by Mr. Maxfield, to approve the second reading by title of Ordinance No. 23-R-836. The clerk read the ordinance by title only.

Councilman Denning opened the public hearing at 6:15 pm. No one came forward to speak. Councilman Denning closed the public hearing at 6:15 pm.

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Roll call: Mr. Maxfield, yes; Mrs. Franklin, yes; Mr. Joseph, yes; and Mr. Denning, yes.
Motion carried.

IV) Ordinance No. 23-R-837 – An ordinance to levy special assessments for the construction and repair of curbs, sidewalks, drive approaches, and related appurtenances associated with the 2022 Paving Program – 10 years . (2nd reading, public hearing, adoption)

Mr. Joseph moved, seconded by Mrs. Franklin, to approve the second reading by title of Ordinance No. 23-R-837. The clerk read the ordinance by title only.

Councilman Denning opened the public hearing at 6:16 pm. No one came forward to speak. Councilman Denning closed the public hearing at 6:16 pm.

Roll call: Mr. Joseph, yes; Mrs. Franklin, yes; Mr. Maxfield, yes; and Mr. Denning, yes.
Motion carried.

NEW BUSINESS

A. ORDINANCES

I) Ordinance No. 23-O-838 – An ordinance to levy special assessments for the construction and repair of curbs, sidewalks, drive approaches, and related appurtenances associated with the 2021 Paving Program. (1st reading)

Mr. Rauch stated that this ordinance is for the rezoning on Fairfax.

Mrs. Franklin moved, seconded by Mr. Joseph, to approve the first reading by title of Ordinance No. 23-R-838. The clerk read the ordinance by title only.

Roll call: Mrs. Franklin, yes; Mr. Joseph, yes; Mr. Maxfield, yes; and Mr. Denning, yes.
Motion carried.

B. RESOLUTIONS

I) Resolution No. 23-R-2862 – A resolution by the Riverside City Council authorizing the assessment of delinquent charges for the cutting and removal of weeds, vegetation, grass and/or debris to be placed on the Montgomery County Property Tax Duplicate.

Mrs. Franklin moved, seconded by Mr. Maxfield, to approve Resolution No. 23-R-2862.

All were in favor. **Motion carried.**

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- II) Resolution No. 23-R-2863 – A resolution authorizing the city manager to submit an application to the Ohio Public Works Commission for a grant in the amount of \$2.1 million for Woodman Drive Phase 1, PID 115003.**

Mr. Rauch stated this resolution was initially thought to apply for a \$1.5 million grant and \$500,000 in loan; however, after Ms. Bartlett worked with the original and new engineers with all agreeing the project will score well due to past accident history. They are confident they can ask for the entirety of the amount in the form of a grant rather than a loan and a grant. He added that should OPWC not fund the project with grants, the city can then go and get state infrastructure bank loans or another line of funding.

Mrs. Franklin moved, seconded by Mr. Maxfield, to approve Resolution No. 23-R-2863.

All were in favor. **Motion carried.**

- III) Resolution No. 23-R-2864 – A resolution by Riverside City Council authorizing an increase in the Clerk of Council's annual salary effective July 1, 2023.**

Mr. Rauch stated this authorizes changes to the clerk of council's compensation.

Mr. Maxfield moved, seconded by Mrs. Franklin, to approve Resolution No. 23-R-2864.

All were in favor. **Motion carried.**

- IV) Resolution No. 23-R-2865 – A resolution authorizing the city manager to accept an Ohio Bureau of Workers' Compensation (BWC) Safety Intervention Grant (SIG) in the amount of \$24,971.18 with a City match of \$8,323.72 for a total amount of \$33,294.90.**

Mr. Rauch stated this resolution accepts a BWC Safety grant to be used for chair lifts. Interim Chief Taylor stated they have received this grant before for various things. A few years ago, they purchased power cots that move up and down with battery power automatically. This year, they will purchase two stair chairs that virtually do the same thing on a track. It is a 3-to-1 match.

Mr. Maxfield moved, seconded by Mrs. Franklin, to approve Resolution No. 23-R-2865.

All were in favor. **Motion carried.**

- V) Resolution No. 23-R-2866 – A resolution adopting a Compensation Philosophy Policy for the City of Riverside, Ohio.**

Mr. Rauch stated this addresses the compensation policy for the city.

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Mrs. Franklin moved, seconded by Mr. Joseph, to approve Resolution No. 23-R-2866.

All were in favor. **Motion carried.**

VI) Resolution No. 23-R-2867 – A resolution authorizing the city manager to accept an Ohio EMA ARPA First Responders Retention Incentives Grant for the Riverside Fire Department in the amount of \$91,571.68 and for the Riverside Police Department in the amount of \$116,000.00.

Mr. Rauch stated this resolution authorizes them to accept a state grant award for first responders. The city serves as a pass through from the funds that come from the state.

Mrs. Franklin moved, seconded by Mr. Maxfield, to approve Resolution No. 23-R-2867.

All were in favor. **Motion carried.**

PUBLIC COMMENT ON NON-AGENDA ITEMS: No one wished to speak.

COUNCIL MEMBER COMMENTS: Mr. Joseph thanked Mike for doing a fantastic job running the meeting. He thanked Ms. Lewallen for all the work she does for them. He recognized her for receiving her Athenian Fellow through the International Institute of Municipal Clerks. He stated the city has done a lot of work as seen on the packed agenda. He thanked everyone for all the work they put in.

Mrs. Franklin stated she thinks staff is amazing. A lot of things have happened the past few years, and it has been all uphill.

Mr. Maxfield agreed with Mr. Joseph and Mrs. Franklin on all they said.

Mr. Denning stated that the Farmers' Market is on Saturday from 1:00 – 3:00 pm and support those taking the time to make it happen.

ADJOURNMENT: Mrs. Franklin moved, seconded by Mr. Joseph, to adjourn. All were in favor. **Motion carried.** The meeting adjourned at 6:27 pm.



Pete Williams, Mayor



Clerk of Council