

**ASHTABULA CITY COUNCIL MEETING MINUTES**  
**CITY OF ASHTABULA**  
**4717 Main Avenue, Ashtabula, OH 44004**

**Regular Meeting**

**Tuesday, January 17, 2017**

Council met in a **REGULAR MEETING**. The Council President called the meeting to order at 7:00 p.m.

The Ward 2 Councilor offered the opening prayer and the Pledge of Allegiance was recited.

A moment of silence was observed due to the January 15, passing of Mr. Joe Timonere who owned and operated Timonere Insurance Agency on Main Avenue for over 60 years. Ms. Joann Larko continues to operate the business today. Mr. Timonere was a precinct committeeman for many years and active in Ashtabula City politics for over 50 years. He and his wife, Katherine, were active in organizing and operating Main Street Merchants Association in the 1970s through the 1980s. He was also enlisted in the Navy and served his county in World War II, and served in the Pacific Theatre of Operations on the USS Carter Hall.

<b>MEMBERS PRESENT:</b>	Mrs. Kristy L. Hosken	(Ward 3 Councilor)
	Mr. Kris E. Hamrick	(Ward 5 Councilor)
	Mr. John S. Roskovics	(Ward 1 Councilor)
	Mr. August A. Pugliese	(Ward 2 Councilor)
	Mr. Michael D. Speelman	(Ward 4 Councilor)
	Mr. Christopher J. McClure	(Vice President)
	Mrs. Josephine Misener	(President)

**MEMBER(S) ABSENT:** None

<b>OFFICER(S) PRESENT:</b>	Mr. James M. Timonere	(City Manager)
	Mrs. Dana D. Pinkert	(Finance Director)
	Mrs. LaVette E. Hennigan, MMC	(Clerk of Council)

**OFFICER(S) ABSENT:** Mr. Michael Franklin (City Solicitor)

**EXCUSED ABSENCE(S):** None

**SUNSHINE LAW:** The Clerk of Council certified conformity to the Sunshine Law.

**PRESENTATION(S):** None

**EXECUTIVE SESSION:** None

**CONSENT AGENDA**

The Consent Agenda is a means whereby Council is able to efficiently conduct business by grouping routine items for consideration and disposal by one motion, one second and one vote.

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**MEETING MINUTES READING & DISPOSAL:** None  
**LEGISLATION AGENDA:** None

## **REGULAR BUSINESS**

### **MEETING MINUTES READING & DISPOSAL**

The Clerk of Council presented the January 3, 2017 Regular Meeting Minutes for Council's consideration. Mr. Pugliese moved, Mr. Hamrick seconded to waive the reading of the minutes; motion CARRIED. Hearing no corrections, the minutes were approved as presented.

## **ADMINISTRATIVE REPORTS and COMMUNICATIONS**

### **CITY MANAGER'S REPORT**

The City Manager reported this week's trash pick-up will remain on schedule. Fallen limbs from the recent wind storm should be put in manageable bundle sizes and placed on treelawns for pick-up. Real Christmas trees, void of decorations, will continue to be picked up through the end of this month.

### **CITY SOLICITOR'S REPORT**

No Report

### **FINANCE DIRECTOR'S REPORT**

The Finance Director reported that on January 13, the Finance & Personnel Committee was told 2016 ended with healthy fund balances in all funds; specifically over \$500,000 in the General Fund. All through 2016 the thought was that it would be lower. It was known that Income Tax revenues were coming in a little higher, but until some of the purchase orders were closed, coupled with the timing of deposits, the true balance was not known. The funds will be watched, and more research will be conducted to determine why such a difference in the actual General Fund ending balance versus what it was projected to be.

The replacement of the vacuum drive up air tube is in the works. The completion time is not yet determined. The vendor will be contacted to see if the timing can be nailed down.

## **CITY COUNCIL COMMITTEE REPORTS and COMMUNICATIONS**

(Chair/Vice Chair)

### **COMMUNITY DEVELOPMENT/ECONOMIC DEVELOPMENT/PARKS & RECREATION (CD/ED/P&R)** (Mrs. Misener/Mr. Roskovics)

The Chair reported the committee's January 10 meeting was short due to the sudden cancellation of the City Solicitor.

- The scheduled topic was Codified Ordinance Section 505.01 "Dogs and other animals running at large", with the intent of possible amendment recommendations. The conversation has been rescheduled to be discussed on Thursday, February 2, at 4:00 p.m., in the Municipal Building 2<sup>nd</sup>

floor conference room. The committee has been provided with information for discussion preparation. All meetings are open to the public.

- At the committee's January 10, meeting, the City Manager expressed the need for comprehensive rezoning, with a concentration on aesthetics to make our community more pleasing to prospective businesses and residents. The Manager will let the committee know when he moves forward with this project, which will be an expensive one.
- At the February 14, 4:00 p.m., committee meeting, attendants will meet Mr. Greg Myers, the new Director of Growth Partnership of Ashtabula County.
- The Clerk of Council continues to work with the Clerk of the Ashtabula County Board of Commissioners and the Ashtabula County Building Inspector to schedule their attendance at an upcoming committee meeting to discuss drafting a user friendly manual that will guide folks through the process of opening a business in the City.
- Last week, the former owner of Your Special Place Uniform Apparel, Ms. Fran Hanselman, retired after 38 years of business in the City. She handed the keys over to Ms. Mary Wilson, a retired, certified occupational therapist. The President entertained a motion to present Ms. Hanselman with a resolution of congratulations on her retirement and appreciation for her years of service and dedication to the City of Ashtabula. Mr. Pugliese moved, Mr. Hamrick seconded to approve the request; motion CARRIED.

The Parks & Recreation Board meet at 6:30 p.m., on January 10.

- My Neighborhood Collaboration (MNC) continues to try to get a pavilion constructed at Clifford Kadon Presidential Park, with a proposed completion date of July 2017, and a grand opening to follow. The Chair commended MNC member, Mr. Pete Bean, who applied for and received a \$5000 grant from the Androse Foundation to assist with the pavilion project.
- The Walnut Beach new grassy area is being damaged by motorist. This evening the City Manager reported stakes have been erected, in the spring grass will begin to mature, signage will be placed out front, and funds are available to erect a split rail fence.
- The Board compiled a list of items that should receive attention due to last year's passage of a Parks & Recreation Levy. This evening the list was presented to the City Manager for his input and to let the Board know how each item can be taken care of. The first year's focus should be improving what we already have.

The Committee and the Board's February meetings are scheduled for Tuesday, February 14, at 4:00 p.m. and 6:00 p.m., respectively.

#### **FINANCE & PERSONNEL (F&P) - (Mr. McClure/Mr. Pugliese)**

The Chair reported the committee's January 13 meeting was well attended.

- The Finance Director gave the committee an overview of the year-to-date December financials, most of which she reported on earlier in this meeting. More information pertaining to how 2016 closed and what the potential 2017 carryover may look like will be reported on at the March meeting.
- The City's Standard & Poor's (S&P) credit rating dropped from an (A) to an (A-) due primarily to our outstanding debt service for the Water Pollution Control Plant upgrades and the Early

Retirement Incentive Plan. The paving program loan may be a factor, as well. There is no need for alarm, and we have steadily come up from a (B-) credit rating four to five years ago. The Finance Director added that the full S&P report will be available on the City's website ([www.cityofashtabula.com](http://www.cityofashtabula.com)). The report says the lowering of our credit rating is due to the "inflexibility we have in our cash balances". The lowering was not based on 2016 activity. They were solely going by our 2015 audit, our cash balances, and some of the things we went through. If we keep on the same tract for 2016 we could fully expect to see our rating go back up. The Ward 1 Councilor asked for an explanation of "inflexibility in our cash balances". The Finance Director said we do not have a lot of leeway to deviate from our budget because our fund balance carryovers are low, specifically the General Fund. The Ward 1 Councilor asked if reports from the County provide statistical information about our income tax that would be interesting or useful to us; such as, did they see an increase in the number of people reporting or filing income tax. The Finance Director responded that the City performs all the income tax collections; the county has no part, but that we have access to that type of information, and plans to provide those statistics at this committee's March 10 meeting.

- The City Manager reported he is hiring in Sanitation. He will also hire in Public Works to fill Parks & Recreation Levy positions. Fire and Police entrance examinations also have to be given this year.
- The City Manager briefly commented to the committee about upcoming projects, including 2017 paving. More details will be provided at the Public Works/Public Utilities/Cable/Schools (PW) Committee meetings. The committee chair asked members of Council to submit their road requests through the PW Committee and copy the Clerk of Council. This year there is only \$400,000 in paving funds to work with. The alleys are still earmarked to be done. It was also noted that municipal parking lots need paving attention.
- The curbside recycling program is still on hold until the Ashtabula County Solid Waste District awards their hauler contract. The City has purchased carts to be used in Wards 1 and 2 when the program is enacted.
- The committee discussed potential Charter changes that would affect City Council, such as going from 7 members of Council (2 at-large/5 wards) to 5 members all at-large, reduction in medical benefits, paid per meeting, or increased salary with no benefits. The Finance Director was asked to put some numbers together to show the committee the financial impact of these changes, to be discussed at this committee's March meeting. Other Charter changes are slated to be discussed at an upcoming work session not yet scheduled.
- This evening, the Chair took a moment to recognize that the Finance Department closed 2016 early, and that they are efficiently and effectively doing more with less. The Comprehensive Annual Financial Report (C.A.F.R.) was still produced and all regulations continue to be met with less staff. At the committee's January 13 meeting, the Finance Director gave credit to her staff for the department's accomplishments.
- The committee's next meeting is scheduled for Friday, March 10, at 8:00 a.m., in the Municipal Building 2<sup>nd</sup> floor conference room.

#### **Questions/Comments for the Committee**

- In response to the Ward 2 Councilor's inquiry about the cost to pave the alleys, the City Manager announced last year's quote was \$70,000 to \$75,000. Because the amount was

believed to be high, coupled with the fact that the contractor was going to ask if the work could be performed this spring –the contract was never awarded. This year’s paving bid will be let for asphalt roads with chip seal as an alternate for the alleys. The hope is this will reduce the bid.

- At the request of the President the City Manager explained how hiring the staff for Parks & Recreation Levy projects will work based on union contracts.
  - He intends to post (2) Public Works positions because all the positions will be bid out of Public Works, “to add to that force”.
  - After everyone is where they are supposed to be we will let an internal bidding process where (3) of the current members in Public Works will then be assigned to the Parks for the summertime.
  - In addition, we said we would hire 2 part-time staff members with levy funds. This is where we can tailor the job descriptions for specific skills, such as landscaping experience, etc.
  - But, the three full-time staffers will come out of our current pool of Public Works employees.

The President said she wants to make sure experience in maintaining parks is a skill we are looking for.

**PUBLIC WORKS/PUBLIC UTILITIES/CABLE/SCHOOLS (PW/PU/C/S) - (Mr. Pugliese/Mr. McClure)**

The Chair announced the committee will meet on Friday, February 3, at 8:00 a.m. in the Municipal Building 2<sup>nd</sup> floor conference room. He hopes information about our 2017 paving project will be provided.

**SAFETY FORCES (SF) - (Mr. Hamrick/Mrs. Misener)**

The Chair announced the committee will meet on Monday, January 23, at 8:00 a.m., in the Municipal Building 2<sup>nd</sup> floor conference room.

**WORK SESSION**

- **Council Rules:** The President announced Council will meet in a work session to discuss Council Rules on Monday, February 13, at 8:00 a.m., in the municipal building 2<sup>nd</sup> floor conference room.
- **Ashtabula City Municipal Charter:** The President announced City Council will review the Charter with the goal of placing changes on the November 7, 2017 general election ballot. Most of the changes will be geared towards cleaning up the Charter to make it easier to do business and to get some of the antiquated items off our books. The Clerk of Council will communicate with the Ashtabula County Board of Elections to secure timeline requirements for placing changes on the November ballot.

The Vice President announced work sessions are public meetings, that he wants the public to know they are welcome to attend, and the notices of said sessions and their agendas will be posted on the City’s website. The Clerk of Council reported agendas are produced for all meetings but are not posted on the website. The President said it will be a slow process and there will be opportunity for public input.

## LEGISLATION AGENDA

The President entertained a motion to remove, from this evening's agenda, Ordinance Nos. 2017-06 and 2017-07, pertaining to Ashtabula Municipal Court payroll changes, to await the City Solicitor's return and participation in their consideration. Mr. Pugliese moved, Mr. Hamrick seconded to remove the legislation as entertained; motion CARRIED.

The President provided a brief overview of the Legislation Agenda.

- **Formal Legislation Request(s)** – None
- **Public Discussion** (Legislation Only) – None

Mr. McClure moved, Mr. Pugliese seconded to dispose of the Regular Legislation Agenda in consent agenda format; motion CARRIED.

- **Reading**

The Clerk of Council presented the following legislation for second reading:

ORDINANCE NO. **2017-01**, AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO CHANGE ORDER NO. 4 TO "CONTRACT B" WITH NERONE & SONS, INC., IN AN AMOUNT NOT TO EXCEED \$96,065.70 FOR THE PURPOSE OF PAYING FOR UNFORSEEN ADDITIONAL SERVICES AND MATERIALS AT THE WATER POLLUTION CONTROL PLANT. (City Manager)

ORDINANCE NO. **2017-02**, AN ORDINANCE AMENDING THE TRAFFIC CONTROL MAP AND FILE TO RESTRICT PARKING HOURS IN THE MUNICIPAL PARKING LOT LOCATED ON THE EAST SIDE HULBERT AVENUE NORTH OF BRIDGE STREET. (City Manager)

Mr. Pugliese moved, Mr. Hamrick seconded to waive the reading of the legislation; motion CARRIED. Mr. Roskovics moved, Mr. Hamrick seconded to adopt the legislation. On the roll call to adopt the legislation: Mrs. Hosken, Mr. Hamrick, Mr. Roskovics, Mr. Pugliese, Mr. Speelman, Mr. McClure, Mrs. Misener voted yea; motion CARRIED.

The Clerk of Council presented the following legislation for a single reading:

ORDINANCE NO. **2017-03**, AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE ASHTABULA COUNTY Y.M.C.A. FOR LIFEGUARDS. (City Manager)

ORDINANCE NO. **2017-04**, AN ORDINANCE REPEALING, IN ITS ENTIRETY, ORDINANCE NUMBER 2008-171, FOR THE PURPOSE OF UPDATING THE CELEBRATION OF THE ANNUAL WINE & WALLEYE FESTIVAL. (City Manager/City Council)

ORDINANCE NO. **2017-05**, AN ORDINANCE GRANTING THE LIFT BRIDGE COMMUNITY ASSOCIATION PERMISSION TO HOLD THE ASHTABULA WINE & WALLEYE FESTIVAL IN THE

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ASHTABULA HARBOR HISTORIC DISTRICT ON JULY 29TH AND 30TH, 2017, IN CONJUNCTION WITH THE CITY OF ASHTABULA. (City Manager/City Council)

Mr. Pugliese moved, Mr. Hamrick seconded to waive the reading of the legislation; motion CARRIED.  
Mr. Pugliese moved, Mr. Hamrick seconded to waive the Charter requirement of two readings. On the roll call to waive the Charter requirement of two readings: Mrs. Hosken, Mr. Hamrick, Mr. Roskovics, Mr. Pugliese, Mr. Speelman, Mr. McClure, Mrs. Misener voted yea; motion CARRIED. On the roll call to adopt the legislation: Mrs. Hosken, Mr. Hamrick, Mr. Roskovics, Mr. Pugliese, Mr. Speelman, Mr. McClure, Mrs. Misener voted yea; motion CARRIED.

### **UNFINISHED BUSINESS**

The Ward 2 Councilor reported the no parking sign at West 44<sup>th</sup> Street and Park Avenue, is bent.

### **NEW BUSINESS**

At the President's request, the Clerk of Council presented the following City Council Committee assignments:

#### **COMMUNITY DEVELOPMENT/ECONOMIC DEVELOPMENT/PARKS & RECREATION (CD/ED/P&R)**

**MEETING DATE/TIME: (2<sup>nd</sup> Tuesday @ 4:00 p.m.)**

Josephine Misener – Chair  
John Roskovics – Vice Chair  
Michael Speelman

#### **FINANCE & PERSONNEL - (F&P)**

**MEETING DATE/TIME: (2<sup>nd</sup> Friday @ 8:00 a.m.)**

Christopher McClure – Chair  
August Pugliese – Vice Chair  
Josephine Misener

#### **PUBLIC WORKS/PUBLIC UTILITIES/CABLE/SCHOOLS - (PW/PU/C/S)**

**MEETING DATE/TIME: (1<sup>st</sup> Friday @ 8:00 a.m.)**

August Pugliese – Chair  
Kris Hamrick – Vice Chair  
Kristy Hosken

#### **SAFETY FORCES - (SF)**

**MEETING DATE/TIME: (4<sup>th</sup> Monday @ 8:00 a.m.)**

Kris Hamrick – Chair  
John Roskovics – Vice Chair  
Christopher McClure

The Council President will serve as Ex-Officio member of all committees with the exception of CD/ED/P&R  
Mr. Roskovics moved, Mr. Pugliese seconded to accept the roster; motion CARRIED.

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- Meetings will take place in the rooms noted below unless otherwise announced
- Meetings that fall on holiday will take place the next day, Tuesday; same time and place\*

**MEETINGS**

Committee Meetings  
Pre-Council Meetings\*  
Regular Meetings\*  
Public Hearings  
Special Meetings  
Work Sessions

**MEETING LOCATIONS**

Muni. Bldg. 2<sup>nd</sup> Floor Conference Room  
Muni. Bldg. Pre-Council Chambers - 1<sup>st</sup> Floor - 6p  
Muni. Bldg. Council Chambers - 1<sup>st</sup> Floor - 7p  
Muni. Bldg. Council Chambers - 1<sup>st</sup> Floor  
Muni. Bldg. 2<sup>nd</sup> Floor Conference Room  
Muni. Bldg. 2<sup>nd</sup> Floor Conference Room

- The Clerk reported that, for efficiency purposes, committees are schedule to meet each month on a specific day and at a specific time. However, they are not required to meet monthly; therefore they will meet when an issue or issues require their attention and will cancel meetings when appropriate.
- The Manager announced the Pothole Hotline phone number (992.7100) and encouraged its use.
- It was reported that there is a bad road cut at Ohio Avenue and West 11<sup>th</sup> Street. The Manager said the City cut the road to perform a sewer repair, are keeping it filled, and will go back over it.

**MISCELLANEOUS**

The President announced the public is encouraged to attend all meetings of the City Council, and announced the following:

- **Regular/Pre-Council Meetings:** Monday, February 6 @ 7pm; Pre-Council @ 6pm. The public is encouraged to attend.
- **Public Hearing:** Monday, February 6, at 5:30 p.m., to permit City Council to hear the request to rezone a parcel located at the corner of West 10<sup>th</sup> Street & Michigan Avenue from R-2 (Single Family Residence) to C-1 (General Commercial).
- **Applebees Dine to Donate for YMCA:** Fifteen percent (15%) of all guest checks on Wednesday, January 25, from 11:00 a.m. until 9:00 p.m., will be donated to the YMCA, upon the presentation of a flyer.
- **Rezoning:** The Ward 1 Councilor asked for clarification on the rezoning request from residential to commercial, scheduled to be heard on February 6. The City Manager reported when schools, churches, or the like, occupy a property they are allowed to locate anywhere they desire, but the original zoning stays with the property. If the rezoning is approved, and later the reason for the change in zoning is abandoned, the zoning reverts to its original status. Directly across the street from the location in question is Michigan Avenue, which is all C-1. The parcel at the corner of Michigan Avenue and West 10<sup>th</sup> Avenue, on the same side is the field, that used to be the funeral home, is also C-1. Therefore, by making the corner in question, C-1, it would be contiguous with other parcels in the immediate vicinity.



**GENERAL PUBLIC DISCUSSION**

The President recognized former Council President/newly elected Ashtabula County Commissioner Mr. J.P. Ducro IV, as being present this evening.

**Mr. Michael Wagner, 436 West 38<sup>th</sup> Street**

He reported a house on Station Avenue and one on West 41<sup>st</sup> Street (of Station Avenue) have had chairs on the treelawn for several months. He said they have been there so long that other garbage is accumulating on them. He said he called Public Works to report it but has not received a return call. The Manager asked that calls to report this type activity be made to the Planning & Community Development Department (PCD) at 992-7118. The Housing Inspector/Code Enforcer will be sent to the property, will contact the appropriate person, and issue citations. The Manager asked Mr. Wagner to call PCD tomorrow with addresses.

He asked if the caution traffic signals at West 44<sup>th</sup> Street and Park Avenue will become full signalization. He said motorists drive through the intersection and that there was an accident there not too long ago. He also asked if full traffic signalization would be reinstated at West 36<sup>th</sup> Street and Lake Avenue (currently flashing red on W36<sup>th</sup> Street – yellow on Lake Avenue). The Manager said no changes will be made to 44<sup>th</sup> Street and Park Avenue. West 36<sup>th</sup> Street and Lake Avenue requires total replacement, at an estimated cost of \$80,000 to \$90,000. He said the City has asked Ashtabula Metropolitan Housing Authority (AMHA) to share the cost of the repair because at the conclusion of the traffic light project study, it was determined that this intersection did not warrant full signalization and therefore would not received grant funding to address. The light is there to aid The Towers pedestrian traffic cross from the high rise to AMHA. He said that while there has not been much that has happened at this intersection, when it is reinstated it will have detector loops in the roads so Lake Avenue is always green unless motorists are exiting AMHA's parking lot or are on West 36<sup>th</sup> Street to turn onto Lake Avenue.

He asked what is going to happen with the vacant Ashtabula Iron and Metal (A.I.M.) property. The Manager said it is tied up in the court due to a dispute of ownership. He said it has serious back taxes and huge environmental issues. He said there is a concern that the building along West Avenue, which is also on the A.I.M. property, is going to fall. Letters of notice have been sent announcing the hazard. He said he has a feeling the City is going to have to remove the structure, at taxpayer's cost.

**Mr. J.P. Ducro IV, 430 West Prospect Road**

He congratulated the new members of Council. He thanked them for their willingness to serve. He said he sees the City Manager as much now as he did when he was Council President; and that it is good to see the Manager keeping tabs on things. He said, mainly, he wanted to let the body politic know he would like to try to make one Council meeting per month to report on county happenings. He said the Commissioners look forward to the scheduled meeting with the Council's Community Development/Economic Development/Parks & Recreation Committee. He said the Commissioners have been busy with budget matters, are going to personally fund their trip to the presidential inaugural of Donald J. Trump, and reiterated his outreach for this body politic to let him know if he is able to help at the county level.

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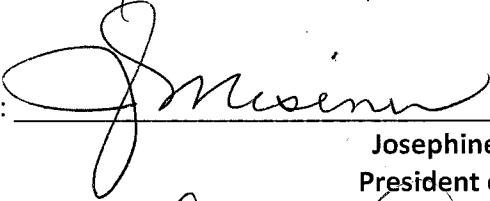
**CLOSING REMARKS** – None

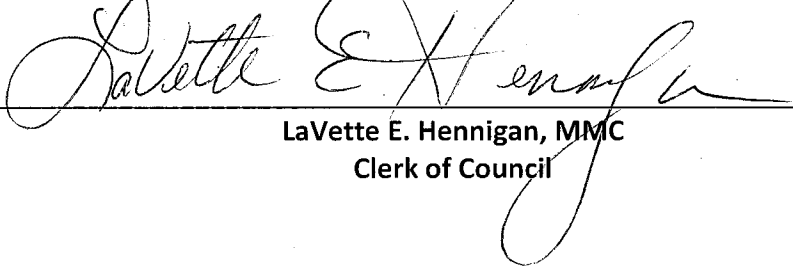
**EXECUTIVE SESSION** - None

**ADJOURNMENT**

Hearing no further business to come before this Council, the President declared the meeting adjourned at 7:53 p.m.

DATE APPROVED: February 6, 2017

ATTESTED BY:   
Josephine Misener  
President of Council

ATTESTED BY:   
LaVette E. Hennigan, MMC  
Clerk of Council