

JUNE 3, 2024 – REGULAR MEETING

Tiffin City Council met for its first meeting of the month in accordance with Codified Ordinance Section 121.03. Council President Bridget Boyle opened the meeting at 7:00 p.m. The invocation was given, and the Pledge of Allegiance was recited.

ROLL CALL: Clerk of Council Ann Forrest recited roll call and seven councilmembers were present: Aaron Jones (1st Ward), Scott Hoernemann (2nd Ward), Kevin Roessner (3rd Ward), Dennis Snay (4th Ward), Cheyane Thacker (At Large), John Hays (At Large) and John Kahler (At Large). Also attending were Mayor Lee Wilkinson, Director of Law Zachary Fowler, City Administrator Nick Dutro, Director of Finance Kathy Kaufman, and Director of Communications and Constituent Services Liz Croak.

PUBLIC HEARING: A Public Hearing with Tiffin City Council was opened at 7:01 p.m. for the consideration of Ordinance 2024-41, AN ORDINANCE responding to Petition No. 2024-02 vacating the alley off of West Market Street running North/South between Lot No. 598 of Heming's Resurvey and the alley off of St. Clair Street running East/West between Lot Nos. 596 and 597 and Lot No. 15 all of Heming's Resurvey in the Third Ward of the City of Tiffin, Ohio. There being no public comment, the public hearing closed at 7:02 p.m.

MINUTES: The May 6, 2024 Regular and Committee of the Whole meeting minutes were approved as written.

COMMITTEE REPORTS:

Councilmember Hays reported that a Personnel & Labor Relations Committee meeting was held on the corner of North Sandusky St. and Hall St. on May 29th, 2024, starting at 6:13 p.m. The purpose of this meeting was to discuss Mayor's Request for Legislation #24-21 - An appointment to the Civil Service Commission, and any other business to come before the committee. Attending were committee members John Hays, Cheyane Thacker, and John Kahler. Also attending were Mayor Lee Wilkinson, Law Director Zachary Fowler, City Administrator Nick Dutro, and councilmembers Aaron Jones, Scott Hoernemann, Kevin Roessner, and Dennis Snay. Councilman Hays asked Mayor Wilkinson the basis for the appointment. The Mayor stated he met with the appointee and discussed her experience and interest in the committee. Councilman Kahler asked about the role of the Civil Service Commission. Administrator Dutro explained the committee's function including working with the hiring lists and policies for Tiffin Police and Fire. Councilman Snay asked about experience of the appointee. Mayor Wilkinson referred to the appointee's resume and her relevant current professional role. Councilwoman Thacker motioned to have legislation drafted approving the Mayor's appointment. The motion carried on a vote of 3-0. With no other business to discuss, our meeting adjourned at 6:19 p.m. Report respectfully submitted by John Hays, Chair.

Councilmember Thacker reported that a Streets, Sidewalks, and Sewers Committee meeting was held on May 29, 2024 at 5:15 P.M. on site on the corner of Hall and N. Sandusky Streets. Attending were committee members Cheyane Thacker, Aaron Jones, Scott Hoernemann, Kevin Roessner, and Dennis Snay, along with Council members, John Kahler and John Hays, Law Director Zach Fowler, Mayor Lee Wilkinson, City Administrator Nick Dutro, City Engineer Matt Watson, Public Works Superintendent Brandon Burner. Members of the public that attended are as follows: Dale Graham, Tess Walker, Jill Pozniak, Reverend Amy Vittorio, Pete Myers, Colleen Myers, Barbara Trapp, Tom Masterson, Victor Perez, Charity Ames, Judy Munn, Theresa Provino, Steve Roessner, Mary Roessner, and Steve Lepard. Thacker called the meeting to order. The purpose of the meeting is to discuss Mayor's Request for Legislation #24-20 for removal of the stoplight at Hall and N. Sandusky Streets, and any other business that may come before them. Thacker asked the administration to inform Council why they wanted the traffic signal removed. Burner gave the history of the light. The traffic signal box is old and a lot of the parts are obsolete. There was a study on the light done in October of 2020. At the time, it was determined that the signal was unwarranted, so if Council decides to keep the light, then it would not qualify for grants through ODOT. Watson gave information for crash data at that intersection, with 62.5% of crashes being the result of a rear-end collision. At the request of Thacker, Watson explained the process for removing a traffic signal. Hoernemann was against the removal of the light. He told the committee that he helped lead a petition of 153 residents in 2021 to keep the light. His main concern is safety. He thinks this intersection is the connection point for many neighborhood spots including Apple Jack Park, Noble School, and Shake Shak. Fowler reminded the committee that the City Administrator has the power to make decisions for Traffic Signals. He also recommended the committee look at the Ohio Traffic Control Manual, which states that if we must keep all traffic signals in good repair. He advised the committee to make no decision at that meeting and to gather more information.

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Kahler agreed with Hoernemann. He lives nearby and was concerned about residents being able to back out of their driveways and pedestrians. The light he thought slowed down speeders too. Roessner said he would give weight to Hoernemann and Kahler's concerns because they lived in the area. Fowler offered the option that Council could order a new study. Members of the Public, Dale Graham, Tess Walker, Jill Ponziak, Reverend Amy Vittorio, Pete Myers, Colleen Myers, Barbara Trapp, Tom Masterson, and Victor Perez offered comments of concern with removing the light. Concerns were related to the following topics: they believe the light slows down speedy drivers on Sandusky Street between Sixes Corner and Miami Street, safety for pedestrians and drivers, semi-truck traffic, the time of the previous study, getting out of their driveways. Some hoped a new study would account for new bus patterns and school traffic. No action was taken at the meeting. The committee plans to gather more information to make a better informed decision. With no further business the committee adjourned at 6:08 P.M. Respectfully submitted, Cheyane Thacker, Chairperson.

No additional Committee of the Whole was scheduled.

REPORTS OF THE OFFICERS:

MAYOR LEE WILKINSON:

Mayor Wilkinson reported that the past Saturday Parks and Recreation Department's Bryce Kuhn and Mason Correll teamed up with Izaak Walton League to hold the Fishing Derby with a record turnout. The Mayor served along with Chief Pauly as judge for the Shark Tank event at Tiffin Middle School on May 21. The Tiffin Police Department concluded the 2024 Citizens' Police Academy with graduation on May 26. He thanked those who attended and graduated as well as lead instructor Sgt. Jared Watson and he pointed out that Liz Croak was one of the graduates. He traveled last week to Oak Harbor to watch Calvert High School's baseball team in their 4th district championship in a row. He also traveled to Louisville for their regional tournament and congratulated the team on a great season. Monday, May 27 was the Memorial Day Parade followed by the celebration at Rotary Park. On May 30 they observed the police and fire training with Life Flight, and he got to take a ride in the helicopter. On May 31 he joined the Tiffin Bike Club, thanks to Cassandra Gooding, and joined the group riding around Tiffin.

The Mayor introduced Blake Austin, Municipal and Public Specialist for Rumpke, who gave an update about the following week's bulk pick up. Austin explained that residents can put out up to five bulk items on their pickup, with the exception of Freon refrigeration, car parts, tires and liquid paint. He noted that now have a new state-of-the-art recycling facility in Columbus, and it is the largest in the US. They have been processing 55 tons per hour, and this will bring them to 250 tons per hour. He added that they are hoping to add clamshell recycling by the end of the year.

CLERK OF COUNCIL ANN FORREST: Clerk of Council Forrest reported that the fees were received for the alley vacation petition under Ord. 2024-38, and Council could proceed with the third reading. She also reported that she had received a petition for annexation of 79.5 acres on the north side of Tyber Road from the Seneca County Commissioners. It must be held in her office for 60 days before presenting it to Council.

DIRECTOR OF FINANCE KATHY KAUFMANN:

Finance Director Kaufman explained that Ord. 2024-37, up for its third reading, was to appropriate funds for a part-time prosecutor. Ord. 2024-44 is similar to other ordinances in that it covers items sold, repairs, an insurance check for property damages, donations, etc., and the money needs to be put into the budget. Ord. 2024-40 is up for its second reading and is for a donation to the Fire Department. It could be suspended if Council so wishes.

DIRECTOR OF LAW ZACHARY FOWLER:

Director of Law Fowler reported that Andrew (Andy) Boucher has been hired as the new city prosecutor. He stated that Ord. 2024-37 was up for its third reading for a part-time city prosecutor. The agreement with Seneca County is that they will bring on a full time prosecutor starting July 1, and we will contract for 20 hours. He also explained that Ord. 2024-44 combines several Finance Director's Requests for Legislation into one piece of legislation; this is a test run so if council members prefer to stay with the previous multiple ordinances he would have no objection. Fowler stated he had sent a long explanation to council members regarding the annexation and zoning process. When the annexation legislation comes before Council, a joint public hearing would be held with the Planning Commission. Fowler added that he had also sent an explanation regarding the Tax Budget process.

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WRITTEN COMMUNICATIONS:

Mayor's Request for Legislation #24-22 – Water Street Purchase Agreement for Offsite Treatment Facility

Referred to Law & Community Planning Committee

Mayor's Request for Legislation #24-23 – Appointment to the Architectural Board of Review (Amber Clason)

Referred to Personnel & Labor Relations Committee

Mayor's Request for Legislation #24-24 - Additional position to the Tiffin Fire/Rescue Division.

Referred to Personnel & Labor Relations Committee

Mayor's Request for Legislation #24-25 – Contract for Assistant Prosecutor

Referred to Economic Development & Downtown Planning Committee

Mayor's Request for Legislation #24-26 – Establishment of Capital Projects Fund

Referred to Finance Committee

Mayor's Request for Legislation #24-27 – Proposed Zoning Code Amendments

Referred to Law & Community Planning Committee

Mayor's Request for Legislation #24-28 – OSS Grant

Referred to Finance Committee

Finance Director's Request for Legislation #F24-27 to amend the 2024 Budget Ordinance 23-94 to appropriate funds into the Police, Park and WPCC Budgets. (\$2,250.00+\$1,000.00+\$9,469.01)

On file in Clerk of Council's Office; legislation prepared under Ord 2024-44.

Finance Director's Request for Legislation #F24-28 to amend the 2024 Budget Ordinance 23-94 to appropriate funds into the Law Director's Budget, and to reduce funds in the Prosecutor's Budget. (\$21,000.00)

Referred to Economic Development & Downtown Planning Committee

Finance Director's Request for Legislation #F24-29 to amend the 2024 Budget Ordinance 23-94 to appropriate funds into the Civil Service Budget. (\$2,600.00)

On file in Clerk of Council's Office; legislation prepared under Ord 2024-44.

Finance Director's Request for Legislation #F24-30 to consider the approval of the City's proposed annual Tax Budget as required by ORC Section 5705.28.

On file in Clerk of Council's Office; legislation prepared under Ord 2024-43.

Finance Director's Request for Legislation #F24-31 to amend the 2024 Budget Ordinance 23-94 to appropriate funds into the Fire, Street and Park Budgets . (\$2,500.00+\$1,000.00+\$717.00).

On file in Clerk of Council's Office; legislation prepared under Ord 2024-44.

Finance Director's Request for Legislation #F24-32 to amend the 2024 Budget Ordinance 23-94 to appropriate funds into the General Administration Budget. (\$15,000.00)

On file in Clerk of Council's Office; legislation prepared under Ord 2024-44.

ORAL COMMUNICATIONS: None.

MOTIONS: None.

RESOLUTIONS:

Resolution 2024-29, introduced by John Hays and read for the first and only time required.

A RESOLUTION approving Mayor's for the appointment of Sarah Lazzari to serve an unexpired term on the Civil Service Commission from the date of this resolution through December 31, 2027.

Councilmember Hays move for passage; Councilmember Thacker seconded.

Roll call vote was taken on the passage, and it was approved 7-0.

ORDINANCES:

Ordinance 2024-37, introduced by Kevin Roessner and read for the third time.

AN ORDINANCE amending the 2024 Budget Ordinance 23-94 to appropriate \$25,883.00 into the Prosecutor's Budget.

Councilmember Roessner moved for passage; Councilmember Thacker seconded.

Roll call vote was taken on the passage, and it was approved 6-0, with the abstention of Councilmember Kahler due to regular criminal defense cases and opposing the city prosecutor.

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Amended Ordinance 2024-38, introduced by Cheyane Thacker and read for the third time.

AN ORDINANCE responding to Petition No. 2024-01 vacating the alley off of Frost Parkway running East/West between Lot Nos. 517, 518, and 519 of Heming's Resurvey and Lot Nos. 533 and 534 of New Fort Ball Addition in the Third Ward of the City of Tiffin, Ohio.

Councilmember Thacker moved for passage; Councilmember Jones seconded.

Roll call vote was taken on the passage, it was approved 7-0.

Ordinance 2024-39, introduced by John Kahler and read for the second time.

AN ORDINANCE approving a contract with the Seneca Industrial & Economic Development Corporation for administrative services of a comprehensive economic development program and declaring an emergency.

Ordinance 2024-40, introduced by Kevin Roessner and read for the second time.

AN ORDINANCE amending the 2024 Budget Ordinance 23-94 to appropriate funds into the annual budget.

Councilmember Roessner moved for suspension of the three-reading rule and passage; Councilmember Hoernemann seconded.

Discussion; Councilmember Roessner thanked Amvets for their donation to the Parks Department as well as the Fire and Streets Departments for their work in obtaining the grants.

Roll call votes were taken on the suspension and passage, and both were approved 7-0.

Ordinance 2024-41, introduced by Cheyane Thacker and read for the second time.

AN ORDINANCE responding to Petition No. 2024-02 vacating the alley off of West Market Street running North/South between Lot No. 598 of Heming's Resurvey and the alley off of St. Clair Street running East/West between Lot Nos. 596 and 597 and Lot No. 15 all of Heming's Resurvey in the Third Ward of the City of Tiffin, Ohio.

Ordinance 2024-43, introduced by Kevin Roessner and read for the first time.

AN ORDINANCE adopting a Tax Budget for Fiscal Year 2025, directing the Director of Finance to deliver the budget to the Seneca County Auditor, and declaring an emergency.

Ordinance 2024-44 introduced by Kevin Roessner and read for the first time.

AN ORDINANCE amending the 2024 Budget Ordinance 23-94 to appropriate funds into the annual budget.

Councilmember Roessner moved for suspension of the three-reading rule and passage; Councilmember Snay seconded.

Roll call votes were taken on the suspension and passage, and both were approved 7-0.

OTHER BUSINESS:

Councilmember Roessner announced a Finance Committee meeting to be held Wednesday, June 12, 2024 at 5:15 p.m. in Council Chambers to discuss Mayor's Request for Legislation #24-26 - Establishment of Capital Projects Fund, Mayor's Request for Legislation #24-28 - OSS Grant, and any other business that may come before them.

Councilmember Kahler announced a Law & Community Planning Committee meeting to be held Monday, June 10, 2024 at 5:15 p.m. in Council Chambers to discuss Mayor's Requests for Legislation #24-22 and #22-27, and any other business that may come before them.

Councilmember Hoernemann announced an Economic Development & Downtown Planning Committee meeting on Monday, June 10, 2024 immediately following the Law & Community Planning Committee meeting in Council Chambers to discuss Mayor's Request for Legislation #24-25, Finance Director's Request for Legislation #F24-28, and any other business that may come before them.

Councilmember Hays announced a Personnel & Labor Relations Committee meeting to be held Thursday, June 6, 2024 at 5:30 p.m. in Council Chambers to discuss Mayor's Requests for Legislation #24-23 and #24-24, as well as any other business that may come before them.

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ADJOURNMENT: 7:33 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2024

Presiding Officer of Council

Attest: _____
Clerk of Council