# 4186

**AUGUST 5, 2024 – REGULAR MEETING**

Tiffin City Council met for its first meeting of the month in accordance with Codified Ordinance Section 121.03. Council President Pro Tem Cheyane Thacker 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 six councilmembers were present: 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); Aaron Jones (1st Ward) was absent, Also attending were Mayor Lee Wilkinson, Director of Law Zachary Fowler, City Administrator Nick Dutro, and Director of Finance Kathy Kaufman.

**MINUTES:** The July 15, 2024 Regular and Committee of the Whole meeting minutes were approved as written.

**COMMITTEE REPORTS:**

Councilmember Roessner reported that a Finance Committee meeting was held Friday, July 19, 2024 in Council Chambers. The purpose of the meeting was to discuss Mayor’s Request for Legislation #24-34 (funding

for Skating Rink), Mayor’s Request for Legislation #24-35 (FEMA Fire Grant), and any other business that may come before Council. Attending were committee members Kevin Roessner, Aaron Jones, and John Kahler. Also attending were Mayor Lee Wilkinson, Finance Director Kathy Kaufman, City Administrator Nick Dutro, and Law Director Zach Fowler. Roessner called the meeting to order at 5:17pm. There are tentative plans to install an iceless skating rink at Oakley Park, which will be operational annually from fall through late winter. The rink will consist of interlocking vinyl/PVC plastic pieces and will include skates and a storage rack. Additional details,

including volunteer staffing, will be provided in due course. City liability will be covered by insurance. The goal is to offer free admission, and the Parks Director is actively seeking sponsors to offset any skate rental fees. The Mayor and City Administrator noted that a private individual proposed this idea a few years ago and subsequently approached Parks Director Bryce Kuhn. Operation Hallmark, the group that also raised funds for the holiday

lights in Downtown Tiffin, is helping to fundraise and organize the purchase of the skating rink. This request aims to cover the remaining funding not yet secured. It will take some time to order, ship, and assemble the rink to ensure it is ready by early fall. Approximately $70,000 has been donated so far, but additional funding is required

to meet the total project cost of approximately $110,000. The current request for approval is $40,000, with ongoing efforts to secure further donations to reduce this amount. Kahler moved to have the Law Director draft legislation to authorize the city to appropriate funding for Mayor’s Request for Legislation#24-34 and was seconded by Jones; the motion carried unanimously. Tiffin Fire/Rescue Division Chief Rob Chappell recently informed the council the department was awarded a $265,050 FEMA grant to purchase 30 air tanks, 30 self-

contained breathing apparatuses and six face pieces. “Our current equipment purchased in 2013, is now considered obsolete,” he explained during a City Council meeting on July 15. “We are very excited to have been selected for this grant and at the prospect of having the new equipment sometime next year.” Dutro noted the city would need to purchase this anyhow and the Fire Chief did a nice job in seeking out the grant. Jones moved to have the Law Director prepare legislation to proceed with the FEMA grant for the Fire Department as well as the remaining funding for equipment purchases, and was seconded by Kahler; the motion carried unanimously. There was also brief discussion with the Law Director and City Administrator about 2025 budget ordinance items. With no further business, the meeting adjourned at 5:32pm. Respectfully submitted, Kevin Roessner, Chairperson.

Councilmember Thacker reported that a Streets, Sidewalks, and Sewers Committee meeting was held on July 29, 2024 at 5:15 P.M. on site at 34 Front Street, Tiffin, Ohio 44883. Attending were committee members Cheyane Thacker, Aaron Jones, Scott Hoernemann, Kevin Roessner, and Dennis Snay, along with Law Director Zach Fowler, Mayor Lee Wilkinson, City Administrator Nick Dutro, and City Engineer Matt Watson. Thacker called the meeting to order. The purpose of the meeting is to discuss Alley Vacation Petition No. 2024-03 and any other business that may come before them. Thacker read the responses of department heads regarding the potential alley vacation. Watson would request a future sewer easement to be maintained over the limits of this alley. Currently, the City of Tiffin is in the planning phase of our CSO 18, 19, 23, 33 & 37 Inflow Reduction Project as required by the city's Ohio EPA mandated Long Term Control Plan. The alley being proposed for vacation is within the limits of this project. There is also a fence on the alleyway that council members would request be moved if the alley vacation goes forward. Snay motioned to have the Law Director prepare legislation to vacate the alley. Roessner seconded the motion. The motion passed 5-0. With no further business the committee adjourned the first part of the meeting at 5:44 P.M.

**4187**

The committee reconvened on the same date with the same individuals aforesaid in Council Chambers at 5:45 P.M. Thacker called the meeting to order. The purpose of the meeting is to discuss Mayor’s Requests for Legislation #24-32 (Ordinance Updates) and #24-33 (Amending easement for 11 Indian Lane), as well as any other business that may come before them. Dutro gave the committee information regarding Mayor’s Requests for Legislation #24-33. Currently the city sewer is located on the private property of the property owner. The owner is agreeable to amending the easement. Roessner motioned to have the Law Director prepare legislation. Hoernemann seconded the motion. The motion passed 5-0. Watson gave the committee information regarding Mayor’s Requests for Legislation #24-32. The main ordinance updates are regarding Chapters 902 - Excavations, 905 - Sewer Design, Construction and Connections, and 936 - Small Cell Facilities in the Right of Way. Jones motioned to have the Law Director prepare legislation. Hoernemann seconded the motion. The motion passed 5-0. With no further business the committee adjourned at 6:20 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 the following:

* The Educators Breakfast would be Thursday, August 8.
* The Pet Walk of Fame Stars will be coming off the sidewalks this week, so owners should pick them up prior.
* Saturday he participated in the motorcycle ride “Cogs for Dogs”.
* Political signs must be kept out of the city boulevards.
* Street paving is done for the year.
* Sewer work continues.
* Notice has been issued about the new S. Sandusky Street striping.

Mayor Wilkinson introduced Michelle Hess, the tri-county assistant and communications coordinator of CASA of Seneca, Sandusky and Wyandot Counties. She explained that the organization’s mission is to support children involved in abuse, neglect or dependency cases in Juvenile Court and advocate for those children to have a safe, permanent and supportive environment through volunteer advocates. By law, a child involved in one of these types of cases through the Juvenile Court needs to have a Guardian ad Litem (GAL) who advocates for the child specifically and represents their best interest. The court can appoint either an attorney GAL or a CASA volunteer GAL. When a CASA volunteer is appointed, it saves the county thousands of taxpayer dollars. Their volunteers get to know the children and their situation to allow them to find and advocate for their best interests and the best outcome. CASA serves 217 children with 51 volunteers, which is insufficient. The next volunteer training course will take place September 3rd at 5 p.m. at CASA’s Tiffin office, 21 Court St.

**CLERK OF COUNCIL ANN FORREST:** No report.

**DIRECTOR OF FINANCE KATHY KAUFMANN:** No report.

**DIRECTOR OF LAW ZACHARY FOWLER**:

Director of Law Fowler reported that the last week of July he attended a two-day seminar at the Ohio Municipal Attorneys Association meeting. One recommendation made was that there be an annual training for Council similar to the mock training we did at the end of last year but with more training on updates on public records law, etc. The recommendation was that it be treated as a special open meeting. Other specific topics such as Roberts Rules and other procedural things could be covered as well. Another recommendation was that Council look over our own rules for Council that are in the Codified Ordinances, and perhaps this could be done in January to see if there is anything you want to change. Other basics could be discussed such as executive session, abstaining, noise ordinances, finance, etc.

He also stated that Ord. 2024-48 and Ord. 2024-49 needed to be removed from the table for their second readings now that the Planning Commission issued their recommendation with changes requested.

**4188**

**WRITTEN COMMUNICATIONS:**

Mayor’s Request for Legislation #24-37 – OPWC Funding Request

*Referred to Streets, Sidewalks & Sewers Committee*

Finance Director’s Request for Legislation #F24-39 to amend the 2024 Budget Ordinance 23-94 to appropriate

funds into the Fire Department Budget. ($12,332.00)

*On file in Clerk of Council’s Office; legislation prepared under Ord. 2024-63.*

Finance Director’s Request for Legislation #24-40 to amend the Budget Ordinance 23-94 to appropriate funds into

the Street and Park Budgets ($2,500.00 and $50,000.00)

*On file in Clerk of Council’s Office; legislation prepared under Ord. 2024-64.*

Letter from the Planning Commission dtd July 16, 2024 recommending Council’s approval of Ord. 2024-48 and

Ord. 2024-49.

*On file in Clerk of Council’s Office.*

Ohio Division of Liquor Control – Transfer of Liquor Permit from Gay Lanes Inc., 747 W. Market St. to Kebolt

LLC, 172 E. Market St.

*Referred to Streets, Sidewalks & Sewers Committee*

**ORAL COMMUNICATIONS:** None.

**MOTIONS:**

1. Councilmember Hoernemann moved to remove Ord. 2024-48 from the table; Councilmember Roessner seconded.

*Discussion: Councilmember Hoernemann explained that this ordinance rezones the 79.276 acres of land to be annexed in the Second Ward with the Planning Commission’s approval.*

Voice vote was taken, and motion was approved 6-0.

1. Councilmember Kahler moved to remove Ord. 2024-49 from the table; Councilmember Snay seconded.

*Discussion: Councilmember Kahler said it had been tabled to remove some of the vagueness in it. Director of Law Fowler clarified that the ordinance was tabled as per Charter pending review by the Planning Commission, who requested an amendment clarifying certain vagueness regarding the residential and development standards that were originally proposed.*

Voice vote was taken, and motion was approved 6-0.

1. After discussion during the second reading below, Councilman Roessner moved to adopt the amendments to Ord. 2024-49 proposed by the Director of Law; Councilmember Kahler seconded.

Roll call vote was taken and motion was approved 6-0.

**RESOLUTIONS:** None.

**ORDINANCES:**

**Ordinance 2024-48**, introduced by Scott Hoernemann and read for the second time.

AN ORDINANCE zoning 79.506 acres of land, more or less, owned by David J. Wagner and Alan T. Wagner, Trustees and Ann E. Forrest and Clair M. Forrest, Jr., Scott Hoernemann co-executors of the estate of Martha Ann Forrest in the Second Ward of the City, as Zone M-2 Heavy Industrial District, compatible with adjacent land use, and meeting requirements of the Tiffin City Charter and the Codified Ordinances.

**Ordinance 2024-49**, introduced by John Kahler and read for the second time.

AN ORDINANCE to enact residential infill development standards in the Zoning Code and amend sections 1167.03, 1169.03, 1181.01, and 1181.05 the Zoning Code.

*Discussion: For sake of clarification, Director of Law Fowler asked for a motion to adopt the proposed amendments that he had emailed to Council members. SEE MOTION C.*

**4189**

**Ordinance 2024-55**, introduced by Kevin Roessner and read for the second time.

AN ORDINANCE amending the 2024 Budget Ordinance 23-94 to appropriate funds into the Police Budget and Parks Department Budget.

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

*Discussion: Councilmember Roessner explained that the Police Department received $937.50 for a training presentation, and the Parks Dept. received a $20,000 grant from the Tiffin Community Foundation for the ice skating rink.*

Roll call votes were taken on the suspension and passage, and both were approved 6-0.

**Ordinance 2024-59**, introduced by Kevin Roessner and read for the first time.

AN ORDINANCE amending the 2024 Budget Ordinance 23-94 to appropriate funds

into the Capital Improvements Budget.

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

Roll call votes were taken on the suspension and passage, and both were approved 6-0.

**Ordinance 2024-60**, introduced by Kevin Roessner and read for the first time.

AN ORDINANCE authorizing the City Administrator to accept a Federal Emergency Management Agency Grant for the purchase of protective equipment and declaring an emergency.

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

Roll call votes were taken on the suspension, emergency and passage, and each was approved 6-0.

**Ordinance 2024-61**, introduced by Scott Hoernemann and read for the first time.

AN ORDINANCE naming the Ella Street Bridge for Rich Focht.

**Ordinance 2024-62**, introduced by Scott Hoernemann and read for the first time.

AN ORDINANCE accepting annexation to the City of Tiffin of a parcel of land being 79.276 acres, more or less, in Section 7, Township-2-North, Range-15-East of Clinton Township on the petition of the owners of said real estate.

**Ordinance 2024-63**, introduced by Kevin Roessner and read for the first time.

AN ORDINANCE amending the 2024 Budget Ordinance 23-94 to appropriate funds into the Fire Department Budget.

**Ordinance 2024-64**, introduced by Kevin Roessner and read for the first time.

AN ORDINANCE amending the 2024 Budget Ordinance 23-94 to appropriate funds into the Street Budget and Park Budget.

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

Roll call votes were taken on the suspension and passage, and both were approved 6-0.

**Ordinance 2024-65**, introduced by Cheyane Thacker and read for the first time.

AN ORDINANCE authorizing the Mayor to accept an amended sewer easement and take all actions necessary to acquire easement rights for real property located at 11 Indian Lane.

**Ordinance 2024-66**, introduced by Cheyane Thacker and read for the first time.

AN ORDINANCE responding to Petition No. 2024-03 vacating the alley off of Front Street running East/West between Lot No, 285 of Heming’s Resurvey and Lot No. 409 of the Western Addition to the City of Tiffin in the Fourth Ward of the City of Tiffin, Ohio.

**Ordinance 2024-67**, introduced by Cheyane Thacker and read for the first time.

AN ORDINANCE to amend Chapter 902 of the Codified Ordinances.

**Ordinance 2024-68**, introduced by Cheyane Thacker and read for the first time.

AN ORDINANCE to amend Section 905.09 of the Codified Ordinances.

**4190**

**Ordinance 2024-69**, introduced by Cheyane Thacker and read for the first time.

AN ORDINANCE to amend Chapter 936 of the Codified Ordinances.

**OTHER BUSINESS:**

Councilmember Thacker announced a Streets, Sidewalks and Sewers Committee meeting on Monday, August 12, 2024 at 5:40 p.m. in Council Chambers to discuss Mayor’s Request for Legislation #24-37 regarding OPWC funding and any other business that may come before them.

Chair Cheyane Thacker polled the Streets, Sidewalks and Sewers Committee regarding the need for a hearing for the Ohio Division of Liquor notice regarding the transfer of a license from Gay Lanes to Kebolt LLC. They concurred that none was required and the Clerk was asked to sign and return the notice accordingly.

President Pro Tem Thacker announced a public hearing at the regular City Council meeting on Monday, August 19, 2024 immediately following the Invocation and Pledge of Allegiance, for the consideration of Ordinance 2024-66 responding to Alley Vacation Petition #2024-03 vacating the alley off of Front Street running East/West between Lot No. 285 of Heming’s Resurvey and Lot No. 409 of the Western Addition to the City of Tiffin in the Fourth Ward of the City of Tiffin, Ohio.

Mayor Wilkinson said he has received a lot of calls questioning the City’s contract with Rumpke. He passed out some information about the service, including the contract and the corresponding ordinance, to Council members in case they received any questions from constituents.

Councilmember Roessner expressed his concern about Ord. 24-67 amending Chapter 902 of the Codified Ordinances. He wondered if it would stifle expansion with some constituents needing to have choices with internet carriers. It said it would penalize smaller companies that don’t have the money to do the bonding, etc., and he said he would like to have further discussion on it before passage. He agreed to bring back some specific items of concern to Council.

**ADJOURNMENT**: 8:03 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this \_\_\_\_\_\_\_\_\_\_day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­\_\_\_\_, 2024

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Presiding Officer of Council

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Clerk of Council