

NEW PHILADELPHIA CITY COUNCIL MET IN REGULAR SESSION IN COUNCIL CHAMBERS ON February 8TH, 2016 WITH PRESIDENT OF COUNCIL, SAM HITCHCOCK, PRESIDING. MR. HITCHCOCK OFFERED A PRAYER, AND ALL IN ATTENDANCE RECITED THE PLEDGE OF ALLEGIANCE.

COUNCIL MEMBERS IN ATTENDANCE:

MR. DEAN HOLLAND
MR. DARRIN LAUTENSCHLEGER
MR. ROB MAURER
MRS. AIMEE MAY
MRS. CHERYL RAMOS
MR. KELLY RICKLIC
MR. JOHN ZUCAL

MRS. RAMOS MOTIONED TO ACCEPT THE AGENDA
MR. RICKLIC SECONDED THE MOTION
7 YEAS
THE AGENDA IS ACCEPTED

- Mr. Hitchcock advised that Page 3 of the Minutes from the January 25th Council Meeting had 2 typos which have been corrected. All Council members received a corrected copy of page 3.

MR. ZUCAL MOTIONED TO ACCEPT THE MINUTES AS AMENDED
MRS. MAY SECONDED THE MOTION
7 YEAS
THE MINUTES ARE ACCEPTED AS AMENDED

CORRESPONDENCE CLERK, JULIE COURTRIGHT

1. *To Council from The Finance Committee Dated February 8th, 2016:* A memo that states that the Finance Committee along with City Administration is reviewing the process of the way the proposed City budget for the year 2016 is presented.
2. *To Council from Mayor Joel Day, The Mayor's Report Dated February 8th, 2016*
3. *To Council President Sam Hitchcock from Thomas Burke, Commander of VFW Post 1445:* an invitation to attend the "Voice of Democracy Awards Banquet" to President of Council Sam Hitchcock and Mayor Joel Day on the evening of February 18th, 2016.
4. *To Current Members of the Ambulance Committee from President of New Philadelphia City Council Sam Hitchcock Dated February 2nd, 2016:* A memo concerning current membership of the Ambulance Committee.
5. *To Council from Stacey Plybon, Financial Disclosure Analyst with the Ohio Ethics Commission:* (All Council and Administration should have received a copy of this also) A filing reminder for reports for the Ohio Ethics Commission and it includes the deadlines. Also included are the Financial Disclosure Statements.
6. *To Council from Council President Sam Hitchcock Dated January 29th:* A memo concerning an alternative to training being offered by the Ohio Municipal League at various locations in Ohio. The Attorney General's Office is providing Sunshine Law Training. It's free training that can be taken online and Council President Hitchcock also is asking anyone wishing to attend a live session of the free training which is offered by the Ohio Attorney General's Office in Akron in August to let him know.
7. *To Council from Auditor Beth Gundy Dated February 3rd:* The Auditor's monthly statement of 2016 revenue for the General Fund.

8. *To President of New Philadelphia City Council Sam Hitchcock from Amanda Morris, a concerned resident, Dated February 2nd, 2016:* Mrs. Morris' letter is regarding errors in the voting district.
9. *To Council from Tanya Dickey, Administrative Assistant to Auditor Beth Gundy, Dated February 3rd, 2016: The Budget Report with Encumbrance Details, as of January 31, 2016.*
10. *To Council Clerk Julie Courtright from the Tuscarawas County Homeland Security And Emergency Management Agency Dated February 2 2016:* Please find enclosed invoice for \$4,322 for the renewal of the 2016 contractual agreement with the Tuscarawas County Homeland Security and EMA signed Gail Baldwin, Deputy Director.
11. *To Council from Vicky L. Daniels, Income Tax Administrator for the City of New Philadelphia: The City's Financial Report for 2016.*
12. *To Council from Tanya Dickey, Administrative Assistant to Auditor Beth Gundy: A Statement of Cash POS w/ MTD as of January 31, 2016.*

Administrative Reports.....

MAYOR'S REPORT/REQUESTSMAYOR JOEL B. DAY

The Mayor reported the following:

- *Mayoral Appointments:* I have appointed Neil Rupe of Donald Drive to the Board of Zoning Appeals to fill the unexpired term of Ed Breehl. Mr. Rupe is a life-long New Philadelphia resident, a retiree of the Timken Company and custodian of Emmanuel Evangelical Lutheran Church in New Philadelphia. Brian Marsh II of Marsh Industries, Inc. has been appointed to the Airport Commission to fill the unexpired term of Dean Holland, who is now a Council representative. Mr. Marsh's knowledge of business and of New Philadelphia will be assets to the commission's management and future planning for the airport.
- *INTEREST BASED BARGAINING TRAINING:* Members of the administration and all four of the city's union bargaining units will have a one day Interest Based Bargaining training session on Thursday, February 11th at the First Christian Church. Once completed, a schedule to begin negotiations will be set with each unit.
- *DOWNTOWN STREET LIGHT REPLACEMENT:* Over the past two weeks the General Services Traffic Division has been replacing bulbs and repairing the downtown street lights. This is the first step in addressing the needs of the downtown area.
- *THE CLOSING OF SEARS AT NEW TOWNE MALL:* I would like to thank Chamber of Commerce Executive Director Scott Robinson for his rapid response to my request to help the displaced workers at the Sears store at New Towne Mall. He put me in contact with Amy Miller, who is the Resource Center Manager at the Canton Ohio Means Jobs office. Ms. Miller went to the mall on Friday to meet with New Towne and Sears management to offer her agency's services. She told me this morning that Sears was very receptive and a resume writing and employment workshop will be held there on February 19th. The encouraging news is that New Towne manager Jody Hopkins is optimistic that the empty space will soon be filled with another anchor store. I told him the city would do all it can to make that happen.

- *LEAN EDUCATION FOR ADMINISTRATORS AND CITY DEPARTMENT HEADS:* Service Director McAbier and I went to KSU-Tusc last week to meet with Terry Theis to learn about the value of sending city administrators and department heads through Lean workforce training. Lean is a methodology that teaches you how to do your job more efficiently. And the KSU-Tusc campus has gained a reputation of having one of the best Lean programs in the United States. Service Director McAbier is in the process of applying for grant money from the State of Ohio, which will pay for the training.

Mayor Day concluded that he would like to yield the remainder of his time to Mr. Thomas Farbizo to discuss the Airport Window Project.

Mr Farbizo Reported the Following:

“I think it was 2 years ago that the previous administration and some Council people who are in the room tonight gave the opportunity to Dr. Varrati and Quaker Digital Academy (QDA) and Quaker Digital Foundation to pursue a Window Project at the main hangar on East High Avenue in New Philadelphia. I’m here tonight to present to Mayor Day a check for \$1,440, and that was our first commitment in this project. For those of you who were not present at the time either as administrators or Council we appreciated the opportunity to be able to enter into this partnership with the city. How it works is we sell windows at the airport for \$1,500 the 1st year (it’s a 3-year program). That money pays for the installation of a brand new energy efficient window plus the advertising on the window. The 2nd year it was a 60/40 split between the Quaker Digital Education Association and the City of New Philadelphia. I’m here tonight to present a check for \$1,440 as our 1st commitment to the City of New Philadelphia, along with that I would like to throw out a suggestion. With this \$1,440, if there’s \$60 put forth to this by the City, you’re going to purchase a window in the building that you own. There are already 5 new windows put in, this would be 6. I’ve already negotiated a signed contract with the Educational Service Center for another window, and I’m in the process of negotiating with the New Philadelphia City Schools to put another window in. I will tell you tonight that some of the participants in this project are thinking about renewing after their 3rd year commitment. You (the City) will get another check next year, from whoever makes their 3rd year payment. The check could be for this amount, could be a little more because I’m working with Fire Chief Jim Parrish right now. Med Flight was one of the window sponsors and has since moved out. I just need to know if they’re not going to fulfill their 2nd and 3rd year I will take their advertisement off and I will go out and sell another ad on that new window. I’m here tonight on behalf of Dr. Varatti, QDA and QDA Educational Foundation presenting the check to the City for \$1,440 and to say our 60 percent will probably start our scholarship program this year.”

Mr. Zucal Made the Following Comment:

“I’d like to personally thank Mr. Farbizo for all of his hard work. Tom was the Chair of the Airport Commission for a number of years and was really the driving force behind this along with Dr. Varatti, also an Airport Commission Member. They’ve done fabulous work with that and I said at the time when we agreed to it, it’s a win-win. Tom, thanks because I know you’re out there doing the leg work and we appreciate all you’ve done for us.”

President of Council Hitchcock Made the Following Comment:

“I’d like to thank you, Mr. Farbizo for being with us here tonight and for the presentation of the check. It seems like the program is working very well.

Mr. Lautenschleger Made the Following Comment:

“Going back to the Sears item, obviously that was disappointing news. I believe there were about 56 workers that they reported would be displaced as a result. I don’t know if we can, but do we know what that means in terms of income tax? That’s number one, and maybe number two, what does New Towne Mall mean to the City in terms of the income tax? Is there a range that you estimate? I don’t believe you have any of those figures available tonight, but I thought I would at least ask because probably a lot of us have no idea how much that means. From the property tax value it’s easy to pinpoint, and I’m sure New Philadelphia City Schools would be concerned at this point forward as well.”

Mayor Day Had the Following Response for Mr. Lautenschleger:

“We could have the Income Tax Department look at the withholding and we’d be able to tell you exactly what it means.”

SERVICE DIRECTORMR. RON MCABIER

The Service Director Reported the Following:

“The only thing I have for you tonight is an update on the fire station. The architectural design and development is 100 percent complete. Now it’s in the engineering phase which is back with Diversified. They’re working on electrical, mechanical, and the plumbing, so we’ve got a good start. Without any unforeseen problems, it should be completed by March 1st. We should be ready to go out to bid by the 2nd week of March with construction beginning in May. We’re still waiting patiently for the 146 Front Street property to become vacant so we can raze that house.”

Mr. Lautenschleger Had the Following Question for the Service Director:

“About 5 steps out the door here for about a month now there has been a steel plate laying in the street at the corner of East High Avenue and Second Street SE with varying from 0 to 3 traffic cones. Can you shed any light for us on what is happening there and when will it be fixed?”

Mr. McAbier Had the Following Response:

“It is Frontier’s (Frontier Communications). They have their lines in there and Assistant Utilities Superintendent Brian Myers has been in contact with them and Utilities Superintendent Ed Wilson has been in contact with them. It’s not ours, we’re trying to be good stewards and keep them comfortable, but it is Frontier’s. They have been notified.”

Mr. Lautenschleger Had the Following Response:

“I witnessed what almost was a traffic accident the other day, that’s the reason I asked.”

SAFETY DIRECTOR.....MR. GREG POPHAM.....NO REPORT

AUDITORMS. BETH GUNDY.....NO REPORT

TREASURER MR. TOM GERBER

Mr. Gerber Made the Following Statement:

“The only thing that I have to report is that bank reconciliation is an ongoing process and I report daily to the administrative building and make sure that everything is going well.”

LAW DIRECTOR MR. MARVIN FETE

Mr. Fete Made the Following Statement:

“I have no report beyond the fact that I will be attending Thursday’s meeting to learn about interest based bargaining.”

BOARD/COMMISSION REPORTS:

PLANNING COMMISSION.....MAYOR JOEL B. DAY

Mayor Day reported the following:

The Planning Commission will be meeting here tomorrow (February 9th) at 1:00pm in Council Chambers. We'll be discussing Tax Incentive Financing, its usage and its impact on city planning.

BOARD OF ZONING APPEALS.....MR. RON MCABIER

Mr. McAbier reported the following:

Last month there was no meeting and tomorrow's meeting at 5:00 o'clock is also cancelled.

AIRPORT COMMISSION.....MR. JOHN ZUCAL

Mr. Zucal reported the following:

The Airport Commission will meet tomorrow evening, Tuesday February 9th, 6:00pm in the Airport Meeting Room. A couple items just to share with you to bring you up to speed: Mayor Day has appointed Brian March II to the Airport Commission to fill the vacancy that was created when Mr. Holland was elected to the Council-at-Large Position, and we will be looking to retain Alan Welch as a member of the Airport Commission. Alan has been a very valuable member. He's a pilot, a voice of common sense, just a really important member of that committee because he's able to share things from a pilot perspective, but he's able to bring it down to understandable levels for those of us that aren't pilots. So again we're looking forward to the appointment of Mr. Marsh, as well as retaining Alan Welch to that committee. One reminder too, we will be filing our annual report from the Airport Commission with City Council. That needs to be done this month so I would anticipate at our last meeting in February that that will be filled and filed with the Council.

President of Council Hitchcock Had the Following Question for Mr. Zucal:

How long has Mr. Welch been on the Airport Commission?

Mr. Zucal Had the Following Response:

In his email to me he said he has been a pilot for 18 years, so you don't replace 18 years.

Mayor Day Had the Following Response:

Mr. Welch received a letter in December and we sent another one 2 weeks ago. Evidently he didn't receive the one that was sent out in December but it should be taken care of now.

PARK BOARD.....MR. DARRIN LAUTENSCHLEGER

Mr. Lautenschleger reported the following:

The next meeting of the Park Board will be on Wednesday, February 17th at noon at the park pavilion. Chairman Don Kemp has informed all of us that the meeting may be a little lengthy because there's quite a bit of good meeting material.

HEALTH BOARD.....MRS. AIMEE MAY

Mrs. May reported the following:

The next scheduled meeting is February 10th at noon at the Health Department.

STANDING COMMITTEE REPORTS:

FINANCE COMMITTEEMR. DARRIN LAUTENSCHLEGER

Mr. Lautenschleger reported the following:

The Finance Committee met this evening at 7:00pm in Council Chambers. There were 3 items on the agenda.

1. A per diem request from Chief Parrish at the New Philadelphia City Fire Department. Two members of the Fire Department are scheduled to attend a conference in Indianapolis in April and of course the stated rate of cost for an overnight stay is in excess of the allowable per diem rate. This is a matter that has been brought before the Finance Committee for awareness and approval in the past. Committee members did unanimously approve to allow that and talked with the administration, the Law Director, and members of the Committee about development of a policy, legislation, whatever is necessary to kind of work through this so that each individual item doesn't have to be brought before a Council committee of this matter.

2. Proposed Resolution 4-2016 permits the City to enter into a contract for the award of the annual CDBG Contract. The project this year would be on Fair Avenue NE. Mr. McAbier reported to us that there has been some dollars paid toward this and that the total overall cost and the City's share would be reduced in a like manner. He's going to develop that, determine the exact amount and get back to the Committee. We will update the legislation at that time. I will also check with our Project Administrator at Quicksall and Associates on a couple items included in the support materials so we can have those updated appropriately. We would expect that then with a deadline of May 1st to go out to bid to have an ample time for 3 readings in the coming weeks.

3. We had a discussion on the process related to the 2016 Budget. I prepared some thoughts that I had from a Finance Committee standpoint, given that there are several new members of Council, Administration, and the Finance Committee. This would be a good time to look at the process and the document itself. I passed around my thoughts, asked for input from other members of the Committee and Council and Administration in general. We'll begin the discussion of the 2016 Budget on February 22nd at 6:30pm here in Council Chambers prior to the next regular session of Council.

SALARY COMMITTEE.....MR. JOHN ZUCAL

Mr. Zucal reported the following:

The Salary Committee met this evening at 6:00pm here in Council Chambers. 2 specific items for discussion:

➤ We began the evening by reviewing Resolutions 5-2016, 6-2016, 7-2016, 8-2016, 9-2016, 10-2016, 11-2016 and 12-2016. They are all commendations for former City employees, members of City Council, as well as the Council Clerk. Again, at the suggestion of Mr. Holland and agreed upon by members of the Committee, we will be asking for a suspension of rules and passage on 1st reading at our next regularly scheduled February 22nd meeting of City Council.

➤ We also discussed the ongoing collaborative effort between the City of New Philadelphia and New Philadelphia City Schools to utilize the Quaker Dome. Mayor Day, Service Director McAbier, Law Director Fete and members of Council all engaged in a discussion and comments on that. Mayor Day did state that the goal would be to have respective legislation in place for the Fall of the upcoming year 2016, and to be able to use that for the Winter next year. There are just some things that we need to take a look at from the City perspective, and from that of the New Philadelphia City Schools to make sure the "T"s are being crossed, "I"s dotted, so that we can most effectively use that space and not have missed anything that needs addressed.

SAFETY, HEALTH & SERVICE COMMITTEE.....MR. ROB MAURER.....NO REPORT

PUBLIC WORKS & ECONOMIC DEVELOPMENT COMMITTEE..... MR. DEAN HOLLAND...

Mr. Holland reported the following:

The Public Works and Economic Development Committee met at 6:00 this evening. We went over 5 different items.

- A letter from Judge VonAllman at the New Philadelphia Municipal Court requesting under provisions of the Ohio Revised Code regarding In Lieu of Community Service Payments, or payments that are set aside in lieu of community service. After a brief discussion the Committee decided to set a meeting date of February 16th. At that time we'll meet along with Judge VonAllman. She will be here to make a presentation and discuss that with the Committee.
- Chapter 121 of the Administrative Code looking at Rule 2 which presently authorizes the Mayor and any 3 members of the Council to call a special council meeting. After discussion the Committee decided to include the Council President to be able to call a special committee meeting.
- We also discussed changing the hours of notice for our special Council meetings from 12 to 24. The Law Director is looking at that item.
- The fourth item up for discussion was Rule 18 which outlines the agenda process for City Council meetings. In the discussion we have created a "comments from Council" section that will be inserted into the agenda.
- The last item was Rules of Procedure that clearly state that the rules of procedure are not permanent from term to term as the Council members are elected. The Committee moved to continue those rules so that they would be continuous from term to term.

ZONING & ANNEXATION COMMITTEEMRS. CHERYL RAMOS.....NO REPORT

SPECIAL & CONTACT COMMITTEEMR RICKLIC.....NO REPORT

PARKS & CEMETERY COMMITTEEMRS AIMEE MAY.....NO REPORT

VISITOR'S COMMENTS:

NONE

READING OF ORDINANCES AND RESOLUTIONS

ORDINANCES:

23-2015 AN ORDINANCE BY THE COUNCIL OF THE CITY OF NEW PHILADELPHIA AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE BEST PROPOSER TO REPRESENT THE CITY IN THE DEVELOPMENT OF A PARTNERSHIP FOR THE PURPOSE OF APPLYING FOR AND OBTAINING THE FY 16 CHIP PROGRAM GRANT AND TO ADMINISTER AND IMPLEMENT THE CITY'S BUDGETED PORTION OF THE CHIP GRANT, SHOULD THIS GRANT BE AWARDED TO THE PARTNERSHIP, AND DECLARING AN EMERGENCY.
[3rd Reading]

MR. LAUTENSCHLEGER MOTIONED THAT THE ORDINANCE BE PASSED
MR. ZUCAL SECONDED THAT MOTION
7 YEAS
ORDINANCE 23-2015 HAS BEEN PASSED

UNFINISHED OR OLD BUSINESS:

President of Council Hitchcock Made the Following Statement:

- Amanda Morris who sent the letter to me with concern that she was voting in Goshen Township and paying taxes to the City of New Philadelphia. She had a question as to whether her residence was in the City or not. I consulted with the Mayor and further consulted with the County Auditor and through those determined that she was living in the City, and should be voting in the City. I took the documents that she submitted over to the Board of Elections and they indicated they were going to correct the situation.

- The other correspondence was read from the New Commander of VFW Post 1445 Mr. Thomas Burke. Even though the letter is addressed and the invitation is given to myself and the Mayor, Mr. Burke wanted me to make sure that all of Council Administration are invited to this “Voice of Democracy” contest where they’re going to be awarding these 4 young people. If any of you plan on attending this, let me know so I can advise him so they can make sure they can accommodate any one that’s coming. The date is February 18th at 6pm at the VFW post on Park Avenue.

NEW BUSINESS: NONE

MR. MAURER MADE A MOTION TO ADJOURN THE MEETING AT 8:03 PM

CLERK OF COUNCIL _____
Julie Courtright

APPROVED _____

PRESIDENT OF COUNCIL _____
Sam R. Hitchcock