

**Rittman City Council Met in
REGULAR MEETING
on Monday, September 10, 2012 at 7:00 p.m.**

Members Present: Glen Russell, Steve Johnson, Darrell Carey, Lynn Beaumont
and Rick Hanlon

Members Absent: Richard Lapehn

Presiding: Mayor William Robertson

Invocation was given by Barbara Brooks, clerk followed by the Pledge of Allegiance

Approval of Minutes – August 13, 2012

Carey moved to approve, upon roll call; Carey-Yes, Hanlon-Yes, Russell-Yes, Beaumont-Abstain, Johnson-Yes and **motion carried.**

Workshop

a. Discussion of a Request for a 3-hr Road Closing of a Portion of N. Main St. for a Grand Opening of Sam's Creamery & Café Boggs advised the manager of Sam's Café was in the audience tonight and he (Burton) came to him (Boggs) late last week requesting a road closing for a three hour period of time in front of the creamery. He advised they were planning a grand opening on Sept. 22nd and gospel singing group is booked for the event. Boggs indicated this group has quite a following and they are expecting quite a large group and advised safety was a concern with the roadway. He advised the ordinance states the City Manager can close the street, but he is to notify Council and Council has the right to change or modify that order. Boggs advised he asked Mr. Burton to come to Council tonight and explain what he wanted to do and see if they had Council's blessing to close that (portion of the road) for three hours.

Jeff Paul Burton of Greenwood Ave. and manager of Sam's Creamery & Café advised he was requesting the street be closed on Saturday, September 22nd from 4:00 – 7:00 pm. He advised the main thing was the (gospel singing) group that is scheduled to come has approximately 200-300 people that follow them in this area. Burton advised there isn't enough room where his building is located (88 N. Main St.) to keep out of the street. He advised he thought about asking permission from the school to use their property across the street, but there would still be people crossing back and forth on the street. Burton advised this will be his grand opening and it will attract people to and benefit the city as well.

Beaumont inquired of Boggs as to the perimeters of stopping traffic.

Boggs advised he didn't want to pay any overtime for this so, he would provide cones and barriers and (Burton) has agreed to place them out at the proper time and traffic will be diverted down College Street and up Liberty Street and they could go down the alley by the post office as well. He advised he wanted to see if Council had any objections.

Beaumont inquired if we have ever done this before.

Boggs advised they have done it for the IGA car show a few years in a row now. He advised he wasn't crazy about shutting down a through street and the main reason he wanted to bring it to Council. Boggs advised but, they have done it for the shopping center.

Johnson advised since the request was for a Saturday, it probably wasn't as busy a time anyhow. He advised he would think it would be less busy.

Boggs indicated the detour wouldn't be too much out of the way.

Hanlon inquired if they would be blocking off any other businesses.

Boggs advised East of Chicago was right next door and he would talk to them and let them know this was going to occur. He advised he knew (patrons and delivery trucks) could come up the back way (State St.), but he felt they (East of Chicago) would gain some business from this (event) as well.

Hanlon advised they (East of Chicago) may want to pass along to anyone who orders pickup to use the State Street entrance.

It was noted that congested parking might be an issue.

Hanlon advised he felt it wouldn't be any different than for a football game. He advised people could park 3 or 4 blocks away and walk.

No objections to the street closing were voiced.

b. Discussion of City Hall Hours of Operation

Boggs advised looking over some of our problems in the inner office area they were “kicking around” some ideas and one of the things that might help to allow more time to complete deposits and other work would be to adjust the hours of City Hall. He advised the employees would still have the same hours, but he would like to consider the flexibility, if Council has no major objections, to adjust the hours either in the morning or late afternoon by 30 minutes. Boggs advised he realizes this might seem like a pretty radical move as City Halls hours have never “been adjusted” in the history of Rittman.

Carey inquired if more people walk-in early in the morning or between 4:00 and 5:00 pm.

Clerk Brooks advised it can vary depending on the day. She advised she would say in the afternoon. Brooks advised the night deposit box was always an option.

Beaumont inquired if it was everybody or was it just the central office.

Boggs advised most of the department heads are gone by 3:00 anyway because they come in at 7:00 am, but it affect the (main city hall office and) finance office, although he doesn't know that they have too much walk-in traffic.

Robertson inquired if the front door would be locked or the just the office doors.

Boggs advised he would lock the front door.

Russell advised they were already open at 8:00 am now.

Boggs advised right. He advised he was usually here a little bit before 7:00 am and there were quite a few people who use the night deposit box early in the morning.

Russell suggested they open at 9:00 am.

Hanlon advised if they were trying to do the deposits and things like that it seemed like they could close the doors at 4:30 pm. and allow time to get that done.

Johnson advised they could do a half hour on each end of the day.

Boggs advised that was a possibility and they haven't fully decided what they were going to do quite yet. He advised he felt it was something that falls under the perimeters of the City Manager, but since it has never been discussed to his knowledge he wanted to bring it before Council. Boggs advised if there are any major objections they could go in a different direction. He advised he wanted to have that flexibility if there were no major objections from Council.

Rissland advised they typically don't deposit until the following day between 10:00 - 11:00 am.

Russell advised so, there would be more if they opened later in the morning rather than (closing early in the) evening.

Rissland advised she doesn't really think it matters that much. She advised she thinks there are a few days of the month where you are really busy, probably due date and shutoff date and the first of the month when people get their check. Rissland advised those would be the primary three busiest days.

Hanlon inquired if the hours of city hall are posted on the door.

The clerk advised she didn't think so as most people think we close at 4:30 now.

Hanlon advised he felt if they are going to close (early) then, the hours should be posted on the door.

Boggs advised of course.

Robertson advised he believed what Larry (Boggs) was asking for was if they change the hours and see what works based on his study. He inquired if anyone had any objections.

No objections were voiced. No further comments made.

c. Discussion of How to Promote the Upcoming Ballot Issue of the Income Tax

Allocation Boggs indicated we are asking the residents to pass reallocating a percentage of the income tax collections currently going to the water fund to now go to the general fund. He advised of course we can't do any of the work to promote it during working hours and he didn't know if Council had any ideas of how to promote it with anyone specifically in the community. Boggs advised he felt that none of them should be the manager for any type of campaign, but he was willing to do some work after hours. He inquired if they (Council) had any ideas or issues they wanted to discuss.

Robertson advised he believed they should create a campaign committee with a resident heading it up and appoint a treasurer to track the money spent and notify the Board of Elections and the work in the off hours.

Beaumont advised he felt they still have to promote it.

Boggs advised well, naturally, but he can't use the copy machine and those kinds of things and he can't (promote it) while he is working. He advised he and the Mayor can speak about it at the Civic Day luncheon for the 3 minute limit for the Chamber event. Boggs inquired if they wanted to send flyers out or such.

Hanlon advised he hasn't heard any opposition to it.

Boggs advised his fear is that people won't understand it. He advised he felt the language was very short and in his opinion they would have to know what it means or there might be some confusion. Boggs advised it was not a new tax, but was simply asking our residents if we can use the current tax money in a different manner.

Robertson advised he would try to cover the topic in his article.

Beaumont advised he agreed if we don't explain it the people aren't going to understand it. He advised basically we would be moving numbers around. Beaumont advised he felt they had to let people know this doesn't hurt us, but it really helps us. He advised whatever groups what to know about this (issue) he felt it was incumbent upon all of us to go out and explain this and how it will benefit the city. Beaumont advised he felt it was our responsibility.

Robertson inquired if a mailing would help or do people just throw it away.

Beaumont advised he thinks it helps. He advised it would "break the ice" so to speak.

Boggs advised he would try to get the word out they were looking for people to serve on that type of committee.

No further comments.

Citizens Forum

Don Sweigert of Grandview Blvd advised he was speaking as a citizen of Rittman and not as the Fire Chief advised as far as the City Hall hours he wanted to remind the Council that they (the city) are a service organization. He advised he didn't know what percentage of (residents) work outside of the city, but he often leaves at 7 in the morning and isn't back until 6 at night. Sweigert advised sure he could use the night deposit box, but often times he comes in to ask a question. He advised he understood they were trying to get work done, but they are a service organization. Sweigert advised as far as closing a road he inquired if they have closed a road or not closed a road for any other reason before for shindig's like this. He inquired if they have set precedent before that they should hold themselves to.

Boggs indicated they closed a portion of the road for an event at IGA.

Sweigert inquired if they did not close (refuse to close) the road for somebody this year.

Boggs advised not that he was aware of.

Sweigert advised he was just wondering if they had set precedent.

No further remarks.

Old Business

a. **Ord. No. 7727 An Ordinance of the Council of the City of Rittman, Wayne and Medina Counties, Ohio, Accepting the Dedication of Scenic View Allotment and Declaring an Emergency. Second Reading.** Ord. No. 7727 was read on second reading. Carey moved to place on third, all Yeas on roll call and **motion carried.**

b. **Res. No. 7728 A Resolution of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, Directing the City Law Director on Behalf of Council to Petition the Board of County Commissioners of Medina County, Ohio, to Conform to the Corporate Limits of the City within Guilford Township to be Coextensive with the Corporate Limits of the City and to Create a New Township known as Rittman Township. Second Reading.** Res. No. 7728 was read on second reading.

Rissland advised she talked to the Medina County Auditor's and the deadline for this is September 28th to receive the information if they wanted to ask for the free inside millage they might do both second and third (reading tonight). She advised she hasn't really heard any comments and she didn't know if Larry has from anyone about this (issue). Rissland advised that would give them (Medina County Auditor) a little more time to process it otherwise we would probably be sending it to them one or two days before their deadline and she didn't know if there would be an opportunity to ask this year for any of the inside free millage. She advised it was up to you (Council) as they could wait until next year.

Russell advised there was still time as they have one more Council Meeting before the 28th.

Robertson advised she (Rissland) was saying it would be so close that they (Medina County) may not have time to refigure the millage.

Russell advised they know it's coming and they probably already have it figured.

Boggs advised he wouldn't count on it.

Rissland advised she thinks once it's passed they have to request from the Budget Commission that they consider giving us the inside millage. She advised they (Rittman) can request it, but they have to leave time for them (Medina County) to hold a Budget Commission hearing after our meeting before their deadline. Rissland advised that was what she was more concerned about.

Beaumont inquired if she (Rissland) was suggesting they pass this tonight.

Rissland advised it was up to you (Council) or they could wait until next year before they could get any of the inside millage. She advised it was not nearly as big as Milton's as it was only fifteen hundred dollars.

Russell moved to place on third, all Yeas on roll call and **motion carried.**

New Business

a. **Ord. No. 7730 An Ordinance of the Council of the City of Rittman, Wayne and Medina Counties, Ohio, Authorizing the Municipal Manager to Accept the Lowest and Best Bid of Karvo Paving of Stow, Ohio, for the South Fork Street Improvement Project and Declaring an Emergency. Three Readings.** Ord. No. 7730 was read on first reading. Russell moved to suspend

the rules and have second and third reading, all Yeas on roll call and **motion carried.** Ord. No. 7730 was read on second and third reading.

Hanlon inquired if they were going to be able to get to this really quick.

Boggs advised that was his understanding.

Hanlon advised as long as they don't put it off 'til mid-November.

Boggs advised he hoped not. He advised they haven't discussed an actual start date, but a couple things had to happen first. Boggs advised this ordinance has to pass and a letter sent to the state requesting permission to proceed and once they have that they could technically start anytime. He advised they also will set a meeting with the contractor making sure everything was on track. Boggs advised they received some excellent bids and most contractors were looking for seasonal work and he didn't believe they would have any problem.

Russell inquired if we have used (this contractor) before.

Boggs advised Dave (Simpson, Service Director) said we've used them "up on top of the hill area" (west end of town).

Beaumont inquired if we were happy with their work.

Boggs advised he (Simpson) seemed to be.

Russell moved to adopt, all Yeas on roll call and **motion carried.**

b. Res. No. 7731 A Resolution of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, Authorizing the Finance Director to Make Advances and/or Transfers to or from Appropriate Accounts. Three Readings. Res. No. 7731 was read on first reading. Hanlon moved to suspend the rules and have second and third reading, all Yeas on roll call and **motion carried.** Res. No. 7731 was read on second and third reading. Russell moved to adopt, all Yeas on roll call and **motion carried.**

c. Motion to Set Trick or Treat for the City of Rittman

Robertson advised Halloween this year falls on a Wednesday and (Council) needs to pick a day and a time for citywide Trick or Treat.

Russell suggested we have it the night of Halloween.

Robertson advised the last couple of years it was moved to a Saturday. He advised it was church night on Wednesday and that was probably a big consideration. Robertson advised he knew time was also a consideration as they have had input such as 5:00 on a week night was too early to start and there were those who don't want it too late with work and school the next day.

Beaumont advised he felt he made his position pretty clear over the years. He advised it was one night a year and it was a fun night for the kids. Beaumont advised he felt at night was a fun time to do it and he doesn't think a Wednesday night was the time. He advised people have to hurry home and you end up feeding the kids Hershey bars for supper. Beaumont advised he feels it should be on a weekend and the last four years it has been on a Saturday, although he was flexible to the time it would be held. He advised he doesn't worry about the safety of the kids as the police department does a great job patrolling and it was a fun night. Beaumont advised his view was that it should be on the weekend and if people want to have a Halloween party he felt that was the night to have it.

Russell inquired if peewee football was over by that time.

Carey advised it should be.

It was noted the band show would be held October 20th.

Beaumont moved to set Trick or Treat for Saturday, October 27, 2012 from 5:30 – 7:30 p.m. for the City of Rittman, all Yeas on roll call and **motion carried.**

d. Res. No. 7732 A Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor. Three Readings. Res. No. 7732 was read on first reading. Carey moved to suspend rules and have second and third reading, all Yeas on roll call and **motion carried.** Res. No. 7732 was read on second and third reading. Carey moved to adopt, all Yeas on roll call and **motion carried.**

e. Ord. No. 7733 An Ordinance of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, Amending the Annual Appropriation Ordinance No. 7678, As Amended, According to the Attached Sheet(s) and Declaring an Emergency. Three Readings. Ord. No. 7733 was read on first reading.

Carey inquired if they needed this right away.

Rissland advised the biggest thing they need right away was the Perm Tax. She has to request the county auditor to release those funds and if they say it yes, would be nice to move on that quickly. She advised the others (appropriations) were more cleanup issues.

Carey moved to have second and third reading, all roll call and **motion carried.** Ord. No. 7733 was read on second and third reading. Carey moved to adopt, all Yeas on roll call and **motion carried.**

f. **Ord. No. 7734 An Ordinance of the Council of the City of Rittman, Wayne and Medina Counties, Ohio, Authorizing the Municipal Manager to Obtain the Release of Permissive Tax Funds for the Motor Paving of East Sunset Drive from Gish Road East to the River Styx Bridge, and Declaring an Emergency. Three Readings.** Ord. No. 7734 was read on first reading. Russell moved to suspend the rules and have second and third reading, all Yeas on roll call and **motion carried.** Ord. No. 7734 was read on second and third reading. Russell moved to adopt, all Yeas on roll call and **motion carried.**

City Manager's Remarks

City Manager Larry Boggs indicated Council has an invitation at their desks to attend an Open House to the new manufacturing facility on Morningstar Drive known as Fast Forming. He advised it is a plastics plant built on the land the city sold almost 6 years ago and they are getting ready to officially open and will be christened on Saturday, September 29th from 2-8pm and refreshments will be served.

Boggs advised the chip and seal portion of E. Sunset Dr. that Council just approved (by Ord.) will be done this Thursday (9/12) weather permitting. He thanked Councilman Carey for (realizing) it needed done along with the other portion of that same road.

Boggs advised as Council passed the ordinance tonight for the South Fork paving project using Issue 2 grant money. He advised the bid came in at \$64,000 less than the estimated cost and if no contingency funds are used they would be able to pass on that savings to the property owners.

Finance Director's Remarks

Finance Director Barbara Rissland advised Council had copies of the financial statements and the good news was that income tax collections are up 9.5% over last year, which is positive. She advised another piece of good news was that our real property taxes are up over what they had estimated by about \$9,000 so that is positive. Rissland advised the third bit of news was that when the county sends back the tax budget and this resolution for the tax rates they also establish what our Local Government Funds will be for next year. She advised the amount she had used was based on last year's percentage, which is a formula the county calculates along with the monies listed on the state website, they are going to distribute; the percentage we will be getting is about a percent higher so we should receive some \$20,000 more in Local Government Funds. Rissland advised she asked at one point for a calculation on their formula and it was typically based upon population and it may have changed because of the census as well as need so, that is good news. She advised we talked briefly about paying additional on the debt service and if they were interested in that (idea) in the sewer fund she did some calculations. Rissland advised if we just did \$20,000 extra on the principal in the sewer fund it would save over \$21,000 over the life of the loan. She advised if they (Council) were interested in that they could prepare an appropriation and they could consider it at that time. Rissland advised it was something to think about. She advised already that debt service had been scheduled at \$76,000 a year and has already dropped to \$73,000 (a year) from the \$60,000 they paid (in principal) from the land that they sold so, it was really only \$17,000 more than their original debt repayment schedule. She advised it might be worth thinking about.

Carey inquired as to how much the \$20,000 lowered the repayment schedule.

Rissland advised they dropped another year off of it now would be into the year 2032. She advised it was a small enough amount that it really shouldn't impact sewer fund operations, but it has a big payback over the life of the loan if you can do it. She advised she just received from USDA a repayment schedule on the loan for the debt on the sewer jet because it was just finalized so they would need to do it anyway.

Boggs inquired if we needed an ordinance or resolution for Council to give you the authority to pay down the principal on that debt.

Rissland advised they would need an appropriation amendment. She advised she did not put it in this one because she was not sure what council wanted to do.

Boggs advised to remind Council this was part of our plan with taking in outside sludge material for the sewer plant and his hope is that they will set the foundation for future Councils to pay down the capital debt. He advised their hopes are to pay this debt service down long before 2032 especially if they gain a surplus once the cost of implementing the sludge receiving project was paid off. Boggs advised if they pay this capital debt down they could hopefully reduce the utility bills.

Rissland advised if Council would like her to prepare an appropriation when she does the other appropriation amendment for the new sewer jet from the sewer fund she could put it in and it could be amended on the floor if they really don't want to do it. She advised she would need to talk to Cary (Metcalf, Utilities Director) a little bit more, but she felt it was very doable at \$20,000. Rissland advised she wouldn't recommend more than \$20,000 right now until we see how things go.

Carey clarified it would be subject to availability.

Rissland advised yes, she would look at it a little bit more and prepare it and come back to (Council) with what she finds out at the next meeting.

Robertson inquired if (Council) wanted Barb (Rissland, Finance Director) to go ahead and do that. He advised there was a lot of nodding (from Council).

Rissland advised finally, she would be out of town Wed. thru Fri. (9/12-9/14) as she was going to Cincinnati to attend the state government finance officer's conference.

- a. **Approval of Financial Report for August**
Johnson so moved, all Yeas on roll call and **motion carried.**

Council Remarks

Council Member Steve Johnson thanked everyone for coming.

Council Member Glen Russell had no remarks.

Council Member Darrell Carey thanked everyone for coming. He inquired regarding the manufacturing facility considering between Wooster and Rittman and Orrville for a possible location if we have heard anything as to where that situation stood.

Boggs advised he doesn't believe any final decisions have been made yet. He advised Bill (Robertson, Mayor) has attended more meetings than he has, but he doesn't believe we (Rittman) are "in the running" anymore. Boggs advised he believed Wayne County in the Wooster area was (still being considered). He advised it sounded as if they have eliminated the two other cities.

Council Member Lynn Beaumont thanked everybody and Council for the very nice card and contribution to his Dad's memorial fund. He advised it was very much appreciated.

Council Member Rick Hanlon had no remarks.

Mayor William Robertson congratulated Chief Burg on the Salt City Showdown car show held at Premier yesterday (Sunday 9/09). He advised there were 125 cars and it was a nice day and a big turn out and fun day.

Approval of Vouchers 57535 thru 57647 and 57650 & 57690 and Memo Expense #'s 120817 thru 120823 and 120827 thru 120829 w/Then and Now Certificates Questions were asked regarding #57585 and #57615. Carey so moved, all Yeas on roll call and **motion carried.**

Adjourn: 7:51 p.m.

Russell so moved, all Yeas on roll call and **motion carried.**

Mayor

Clerk of Council