

**Rittman City Council Met in a  
REGULAR MEETING  
Monday, January 25, 2016  
7:00pm**

**Members Present:** Ken Park, Dave Williams, Steve Johnson, Rick Hanlon, Brian Smith  
and Darrell Carey

**Members Absent:** None

**Presiding:** Mayor William Robertson

The invocation was given by Barbara Brooks, clerk followed by the pledge of allegiance.

**Approval of Minutes – January 11, 2016 (Spcl. Mtg)**

Hanlon moved to approve, upon roll call; Carey-Abstain, Hanlon-Yes, Park-Yes, Smith-Abstain, Williams-Yes, Johnson-Yes and **motion carried.**

**Approval of Minutes – January 11, 2016 (Reg. Mtg)**

Carey moved to approve, all Yeas on roll call and **motion carried.**

**Workshop**

**a. Discussion with Officials from the Wooster-Ashland Regional Council of Governments (WARCOG) Regarding the Consolidation of Dispatch Entities**

City Manager Larry Boggs introduced Joel Montgomery, the Administrator for the City of Wooster and Mike Banks, the Administrator for the new WARCOG dispatch to let Council know what their goals are and answer any questions Council may have for them regarding the WARCOG.

Joel Montgomery, Director of Administration for the City of Wooster advised this (forming the COG) is something that Wooster has been working on with Ashland and the county for quite a few years. He advised all three entities entered into a study in 2011 and that study showed that consolidating services was a good thing and would save everyone money. Montgomery advised they would benefit by sharing costs to improve the equipment for dispatch services. He advised we proceeded down that road for quite a while with those three entities and at some point those efforts came to fruition. Montgomery advised the WARCOG governing board is made up of elected officials and have appointed a few people with expertise in specific fields.

Mayor Robertson inquired if the county wanted to run it.

Montgomery advised he believes they want all elected officials and no non-elected officials. He advised we proceeded forward with the intent to provide better service at the same or less cost. Montgomery advised with just the two entities they could definitely do the new equipment and the new service at on or about the same cost and we were taking care of our individual entities at that point and weren't subsidizing any entity. He advised we moved forward and established the COG and a relationship with Wooster Community Hospital, who provided us a space for free. Montgomery advised it was 75% renovated and we have purchased most of our equipment and software and they are in the process of interviewing dispatchers. He advised the goal is to be up and running by March 1<sup>st</sup> and we would still be dispatched by the county for a while with the intent to be solely dispatched by the WARCOG by the first part of May. Montgomery advised at this point it is Wooster, Ashland, Orrville and Kidron.

Robertson asked Montgomery to briefly explain the COG.

Montgomery advised it is a Council of Governments and we have articles and bylaws that we adopted and can operate like a government entity. He advised the board consists of Mayors, Council Members from each entity and the Ashland Fire Chief and the Orrville Safety Service Director.

Council Member Dave Williams inquired if Rittman were to eventually join (the COG) he inquired as to what the additional cost would be to upgrade to MARCS (Multi-Agency Radio Communication System). He inquired if the cost would include the service as well as the upgrade the system.

Mike Banks, Administrator for the new WARCOG dispatch advised there were 2 avenues that Rittman could take to a central dispatch point. He advised you could upgrade some of the system upgrades and even pay for infrastructure to remote transmitting sites in Rittman. Banks advised the radio costs would be significant at \$2,000 to \$3,000 per radio or we could look at the cost of connecting you through the network of some sort. He advised the latter option would have ongoing maintenance costs through a company. Banks advised he knows the county is working on trying to get police and fire from all the cities onboard through grant monies.

Williams inquired if all individual units with any kind of software equipped would be integrated with your maintenance agreements or would that be another software cost. Banks advised that depends. He advised they could stay the course of the current software and not have any interface

activity or have an interface option that could be written between the two programs. Banks advised or change platforms such as tiered.

Montgomery cited an example of Wooster's conversion to Emergitech was \$9,000/mo. over 5 years.

Williams inquired if it would be where we could only get assistance through certain software companies and would be locked into agreements with them as well.

Banks advised they normally would have maintenance agreements for the different software. He advised he believed the payment cycle was around \$28,000 a year for all entities right now.

Boggs advised it was his understanding they (COG) decided to go with Sundance and that the records would be merged into Sundance software from Emergitech and that cost was included.

Banks advised that is correct. He advised they made a 5 year pricing agreement separately by city using the funding formula so, it is a pretty competitively price.

Williams advised he is familiar with the cooperative system used by the juvenile detention system where 5 counties came together. He advised he found that counties lost control of costs when they all joined together. Williams advised he would be afraid if Rittman joined we would lose control of costs. He inquired if Rittman joined the WARCOG as to how they would have control mechanisms in place to stop a runaway train.

Banks advised they have designed the COG so that each city has a voice and each city has representation at the operational level and at the administration level. He advised his concern over the cost is the same as Wooster, Ashland and Orrville's. Banks advised and we try to be good stewards of the money. He advised he felt because of the leadership they were incredibly stable.

Williams inquired if one entity pulled out of the COG who would absorb those costs.

Montgomery advised if things change it would depend on how many people they have left and the call volume and that is the reason for the 2 year agreement so we can plan.

Williams inquired if the costs would be prorated according to how many dispatch calls received or if there was a formula.

Montgomery advised generally there is a formula based on call volume and population. He advised it is 65% based on population and 35% based on fire calls per city. Montgomery advised fire calls tend to be the same for any entity as fire calls are called in the same way. He advised not everyone calls in police calls the same way.

Williams inquired if he could give them some examples of other regional dispatch centers that they could look at to see more history.

Bank advised there are some very large COG's in Stark and Summit Counties. He advised mostly Massillon and Jackson Twnshp have been the major players in Stark County. Bank advised nearby in Summit County there is the Southwest Summit COG with the cities of Barberton, Norton and Copley Twnshp. He advised there were several fairly close by and more towards Cleveland. Banks advised you see them more in areas where there are a lot of smaller cities and they are trying to find a way to save money and consolidate services and keep the quality of service for the citizens.

Williams inquired if there would be any special consideration made for the displaced dispatchers.

Montgomery advised the board would have to discuss that and in his mind it would depend on timing. He advised right now we know how many dispatchers we need, which is 10 full time and 8 part time. Montgomery advised with Orrville coming in at the beginning we said all of their dispatchers that want to can come on board. He advised at some point very soon, we will have everyone hired. Montgomery advised however, during an evaluation he would guess we would need a couple more based on call volume if Rittman joins the COG. He advised he would think there would be some consideration at that time for at least 2 or 3 and possibly 4 more dispatchers based on call volume and coverage of those calls.

Boggs advised one of the other things Council will have to keep in mind is that we currently dispatch for Doylestown, Chippewa and Milton Townships and they would need adequate notice if we were going to go with something such as this (COG).

Robertson advised looking at the savings it seems that software and computers were relatively consistent whether doing it alone or as a group. He inquired if the savings would be in personnel.

Montgomery advised for personnel and then for large equipment purchases like the actual consoles, which was one of the biggest costs.

Boggs advised he believed one of the things the City of Rittman was going to see in the future, whether it be in 2016, 2017 or 2018 was a shift to the MARCS system whether it was through consolidation or purchasing them ourselves. He advised he believes the fire dept. is applying for a grant for radios and he is hoping that law enforcement is included in the system to apply for grants as well. Boggs advised our system has failed frequently recently and we have had some problems with the 9-1-1 system. He advised he wasn't sure of the reason and he made calls to find out if it was the software company or the hardware or exactly what the situation was (regarding these failures). Boggs advised he isn't sure he received a definitive answer. He advised these systems need to be replaced about every 10-15 years and we are about due and they are not cheap.

Council Member Rick Hanlon advised he thought our system, the dispatch center was only about 3-4 years old.

Boggs advised the dispatch center was revamped for the console system right around the time he took office in 2006 (as City Manager).

Police Chief Mike Burg advised he believes so as he remembers receiving a grant from the Department of Agriculture.

Boggs advised yes, we received a grant and a zero percent loan and was mainly for the console system. He advised the base radios and the mobile radios have not been replaced.

Council Member Darrell Carey advised we are going to have to do it eventually either way.

Boggs advised yes, he was hoping the grants for the radios will come through because they are quite expensive.

Carey inquired as to what is Priority Dispatch.

Banks advised it provides dispatch protocols and best practices for handling emergency calls. He advised one of the issues that has been identified at the operational level was consistent quality service of the people taking the calls. Banks indicated Priority provides the necessary training and they would have the protocols at their fingertips to guide someone through any kind of emergency they might encounter. He advised the flip side is that they also provide quality assurance and call evaluation to measure the service provided and the appropriate response for the type of call. Banks advised it is a significant piece of our startup costs. He advised he felt it was a premiere level of call taking and disciplined training for dispatchers worldwide.

Montgomery advised Medina is using it (Priority) and he would highly recommend watching how it is done. He advised they (Wooster) actually lost a few points several years ago on their ISO ratings because we couldn't provide them with all of the data and metrics they were looking for in the dispatch. Montgomery advised we want to make sure everyone is doing it the same way, as fast as they can and as accurately as they can. He advised we want to measure that and continue to improve and provide the best service possible.

Boggs inquired if the Priority (service) was basically an information system available to the dispatcher that they can advise the person on the other end of the phone how to handle a medical emergency until the squad arrives.

Banks advised yes and the dispatcher would be equipped with pre-arrival instructions and it is interfaced with the CAD software.

Boggs advised he wanted our Council to be aware that theoretically we (Rittman) wouldn't be able to do that with our dispatch center the way we are set up right now because we only have one dispatcher on the board most of the time. He advised if they get a call that requires someone to be giving instructions due to a medical emergency and the Fire and EMS departments are calling heading to the scene and the police officer is making traffic stops and the phones are ringing for other problems...it is virtually impossible. Boggs advised we tried it one time with the cards and it is rough. He advised he wanted Council to understand that is the level of service they (COG) are going to, that unless we add a dispatcher 24 hours, we wouldn't be able to do that (type of service).

Carey advised since we have all three (Rittman) chiefs present he inquired if they had any questions or comments.

Burg advised he has a different perspective and whether it was the WARCOG or the Justice Center or Medina, he felt we (Rittman) have a different situation. He advised Medina and Wooster and the Justice Center all have records clerks. Burg advised we don't have a (separate) records clerk as it was a cost saving measure some years ago and the position was dissolved. Burg indicated since that time, our dispatchers handle our recordkeeping. He advised we would also lose our jail because with no dispatcher on duty there was no one physically present to monitor the cells and with only 2 officers on duty, if one makes an arrest and then they have to be backup for the other officer on a call, they can't do it because there is no one to monitor the jail. Burg advised he also sees the one-on-one because our dispatchers for the most part live in the city or close proximity and know the area and he feels that is a plus. He advised we would also lose the ability to handle any walk-in calls. Burg advised he felt we would lose more than we gain and it was nothing against the WARCOG or the Justice Center or Medina.

Robertson advised that was the reason for his personnel question because we have one person doing multiple tasks. He advised we wouldn't necessarily lose that person if we go to a combined dispatch as they would probably have to be kept (for recordkeeping or jail cell monitoring).

Boggs advised if we have consolidation we would have to do a time study and during peek hours there would have to be someone on station as records clerk and to handle walk-ins. He inquired if that needed to be 24/7 and advised probably not. Boggs advised it would probably mostly 1<sup>st</sup> and 2<sup>nd</sup> shift. He advised that would add some cost to whatever savings we would have from any type of consolidation and would have to be factored in along with the revenues you lose from the other dispatch contracts.

Fire Chief Sweigert advised he agreed with Chief Burg for the most part and having a local dispatcher is good to have however, he felt what the WARCOG was bringing to the table was higher quality. He advised in today's society when people dial 9-1-1 they expect high quality service. Sweigert advised he felt we don't have the training budget to put into that quality of service. He advised that

level (as discussed) of dispatching raises the bar and he felt if we are going to keep our dispatch service then, we need to raise the bar, in his opinion.

Carey inquired if the calls would be forwarded as fast as they are currently if they first have to call Wooster.

Sweigert advised he felt it would depend on where the 9-1-1 call originates.

Banks advised the network is configured to route the calls where they need to go and there shouldn't be any additional stops.

Sweigert added it isn't like they are being put on hold.

Hanlon advised he called 9-1-1 in Rittman one time a while back and was told "hold please".

EMS Chief Baillis advised back to the quality, he felt our whole problem has been that our funding has remained stagnant. He advised we haven't been able to add personnel and we haven't been able to do the training in dispatch like we want to and should, but our call volume has gone up. Baillis advised that puts an even greater work load on our dispatchers. He advised as some point along the way the quality does suffer. Baillis advised by going to a regional cooperation we would get higher quality service. He advised it may not be the cheapest route, but you get what you pay for. He advised it has been discussed with his peers as to how we fix it and how do we stop throwing money in other directions because they are told the infrastructure needs fixed and we are working in that direction. Baillis advised but now we still have to deal with how to get the best quality service for the citizens.

Williams inquired of Montgomery if they (WARCOG) would have some type of catastrophe as to what type of backup center do they have in place. He advised he would imagine they would have a backup dispatch center because of Homeland Security regulations and the like.

Bank indicated they are working on it and there are stations that have space available if we need to move our operations. He advised the continuity of operations is a big concern and we are working hard to be prepared and he understands the concern.

Williams advised he was looking at reaching a compromise where Rittman would be considered to keep things here and then geographically if there is a disaster in Wooster that we would be 25 miles away and still be able to service Doylestown and the northeast part of the county. He advised we would be considered as piggybacking off the Priority Dispatch while keeping a little control over our services locally.

Banks advised there is potential here. He further expounded on the MARCS system and its integration.

Williams advised the state patrol has been utilizing MARCS for quite a while now.

Montgomery advised ODOT has been as well.

Hanlon advised they indicated it was 2 years we would have to opt-out and start up our own dispatch center again. He advised if the City of Rittman were to opt-in obviously we would need time to budget and work out all the details. He inquired as to how much time they have to decide. Hanlon inquired as to how much time if we say we want to come onboard for everything to happen before we would switch over.

Banks advised he would say a minimum of 6 months. He advised they would have to get the radio configuration adjusted and staffing numbers and start taking some real examples of how things are being handled to more accurately predict the needs.

Boggs inquired if there has been any movement at all with county officials looking at a consolidated dispatch system.

Montgomery advised at this point, no. He advised we are looking at a 9-1-1 plan for the county to recognize the WARCOG.

Boggs advised especially since you control the 9-1-1 board now.

Montgomery advised we are not actively soliciting anyone, but we are just letting people know when they ask. He advised at this time there is not any time frame for an open door or a shut door.

Boggs advised as he has expressed many times one of the biggest fears he has with this setup is, having been with the Medway COG for years and we didn't have any problem when we first started out because we had grants. He advised once the grants started dying down and we were off on our own then there was feuding going on about the money and how much each entity should put in. Boggs advised it somewhat fell apart between the two counties. He advised he worries about that aspect, but also it would be so much nicer if everyone could get onboard with this because then we could look for a source of funding; possibly sales tax or some other means and fund it for everybody and not just certain individuals.

Montgomery advised the nice thing about where the WARCOG is right now is that it does not depend on any grant money. He advised we applied for a small grant, but it was never part of our funding formula. Montgomery advised costs are what they are and costs have been pretty much in line and the big items are taken care of.

Boggs advised he is a little nervous that your (cost estimates) are a little low.

Montgomery advised so far they have been good and he believes they are pretty much done. He thanked Council for their time and advised they could email him any time if they had further questions.

## Old Business

a. **Res. No. 7913 A Resolution of the Council of the City of Rittman, Wayne and Medina Counties, Ohio, Adopting an Investment Policy for the City.** Third Reading. Res. No. 7913 was read on third reading. Carey moved to adopt, all Yeas on roll call and **motion carried.**

b. **Res. No. 7918 A Resolution of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, Appointing a Charter Review Commission.** Second Reading. Res. No. 7918 was read on second reading. Boggs requested suspension of rules and advised they needed to start holding those meetings in order to get any recommended changes to Council and place them on the ballot. Carey moved to suspend the rules and have third reading, upon roll call; Johnson-Yes, Park-Yes, Williams-Abstain, Smith-Yes, Hanlon-Yes, Carey-Yes and **motion carried.** Res. No. 7918 was read on third reading. Johnson moved to adopt, upon roll call; Carey-Yes, Hanlon-Yes, Smith-Yes, Williams-Abstain, Park-Yes, Johnson-Yes and **motion carried.**

c. **Ord. No. 7920 An Ordinance of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, Levying Special Assessments for the North Main St. and Liberty St. Improvement Project by Replacing the Existing Surface and Installing a New Surface, All Together with the Necessary Appurtenances Thereto.** Second Reading. Ord. No. 7920 was read on second reading.

Hanlon advised he asked at the last meeting for the cost per linear foot for previous projects in recent years and it was provided. He advised we had cost overruns on this project and he doesn't know what the cost per linear foot would be without the Perm Tax monies applied.

Boggs advised it would have been \$12.90 per linear foot (estimated at \$11.00).

Carey advised if you take the total aggregate number divided by the actual footage and then divide it by 4 you get your amount per linear foot. He inquired as to why we divide it by 4.

Boggs advised the city pays 50% and then there are two sides of the street. He indicated the city also pays the cost over 24' width of the street, like on Main St. in the business parking area.

Hanlon advised the cost for planing, tack coat and asphalt surface coat was the same for both Main St and Liberty St. and the cost per foot should be the same for each (property owner) whether they live on Main St. or Liberty St. He inquired as to why the difference in one set of the calculations.

Utilities Director Mann advised when he created the spreadsheet he was unaware that the property owners are charged the same regardless of where they (own property) within the same project. He advised he thought if there was a difference between the cost for those on Liberty St. versus those on Main St. that it would be (waged) differently. Mann advised Liberty St. had a 1.5" grind and Main St. had a deeper grind. He advised Liberty is a much narrower street and Main St. is wider. Mann advised not knowing at that point in time that we charge every (property owner) the same on the same project he originally split out the calculation differences for Liberty St. and for Main St. He advised the number Council needs to look at is the cost per (linear) foot of the entire project.

Boggs inquired if (Hanlon) was proposing we (charge per linear foot) closer to what the estimated amount was (\$11.00) to the property owners.

Hanlon advised yes. He advised we went over the estimated cost for the property owners on the South Fork project.

Boggs agreed and advised (in this situation) we subtracted (from the total using) Perm Tax monies, which we have never done before. He advised that is how we arrived at \$9.43 a linear foot. He advised for those not familiar with Perm Tax monies it is collected through license plate fees and is held in escrow by the county. Boggs advised those monies can be used on main through roads for road repairs.

Hanlon advised he would suggest we keep it at \$11.00 (linear foot).

Council Member Johnson advised there are all kinds of arguments you can get into here, but he would prefer to keep it for the lower amount. He advised if I lived on Main Street, my thoughts would be that my street wears out quicker than everyone else because it gets all the traffic and it has to be redone more often and it costs him more money than someone who lives on Ritter or some other street. Johnson advised regarding South Fork it was a special situation and that street is going to last twice as long as Main St. is going to last because of less heavy traffic. He advised he sure wishes we could find a way to collect some type of permanent tax and do away with assessing property owners. Johnson advised we would be a happier Council and a have a happier City Manager and happier citizenry. He advised we have been doing this (assessment process) for (decades) and it is a pain for everyone. Johnson advised it just seems like there ought to be a better way to fund it and do it.

Robertson advised the reality is that it is a tax.

Johnson agreed and advised it only effects some of us every once in a while. He advised he would rather pay a little bit more on some other income tax or somewhere and then don't bug me when you need to pave my street, just take care of it and people would be really happy.

Boggs advised we could possibly do a street/sidewalk repair levy that would eliminate the need to assess for that period of time.

Johnson advised he thought that might be an easy sell. He advised he doesn't get a lot of feedback from residents, but he does over this issue. Johnson advised these people here now and next year it would be a different group. He advised the faces change, but it is all the same. Johnson advised we have had people sit here and our answer is always, "We've been doing it this way since Shepp was a pup", but that is not really a good answer.

Hanlon advised if we do what (Johnson) is suggesting, it could flood city hall with people demanding their street be paved on a given year. He advised we could have more people knocking on our door than the way we are doing it now. Hanlon advised people would want their street paved every time they have a pothole.

Johnson advised we could.

Hanlon advised we could have people wanting their street paved every year.

Johnson advised he felt every 9 to 10 years. He advised he felt most people would be pretty realistic about it. Johnson advised we get complaints about potholes now. He advised he felt it would be a lot better way to handle it. Johnson advised on this particular issue, he would like to try to keep the cost (per linear foot) down somewhat.

Hanlon inquired if we have done any Chip and Seal in the last 4 or 5 years. He advised we used to do it on a yearly basis and it seems like we haven't since George (Heater, Service Director) took over. Hanlon advised he is just wondering because that is what the Permissive Tax was used for in the past.

Robertson advised there are only certain roads we can Chip and Seal.

Hanlon agreed and advised they are terrible because we haven't done any.

Boggs advised usually when you do a road such as Main Street we should be sealing that, but not necessarily the Chip and Seal, but we should be sealing it to make it last as long as possible.

Hanlon agreed.

Boggs advised we just haven't had the money.

Carey inquired if the Permissive Tax was only available to us if we use it on a through street.

Boggs advised it has to be a through street or a state route. He advised we used our Permissive Tax for some of our costs for (State Route) 57, he believes, that we (Rittman) were assessed from the state. Boggs advised we've used the Permissive Tax whenever we can.

Hanlon inquired if this was the \$5 additional tax.

Boggs advised yes.

Carey inquired if we can use it on any (road) that doesn't dead end or a cul-de-sac or did it have to go through town.

Boggs advised there are certain streets that are marked, although he doesn't know who comes up with it whether it was the state or the county. He advised there are certain streets on the map and in general they are through streets like Metzger, Sunset, Main Street and Ohio Ave. Boggs advised in general those are your Permissive Tax streets. He advised we couldn't use it on First, Second, Third streets that type of thing.

Hanlon inquired as to what about the \$5 tax the Council voted for. He advised he thought the only restriction was it had to be used for streets and not certain streets. Hanlon advised it has to be used for streets and roads period and it couldn't be used for anything else.

Boggs advised correct.

Hanlon inquired as to why now all of a sudden it is only certain streets.

Boggs advised he believed that is the way it has always been. He advised he didn't know how it happened, but we get a little money from Permissive Tax before that increase he is talking about. Boggs advised he believed this just increased it, it didn't change the rules.

Finance Director Keener advised there is a Permissive Sales Tax I and a Permissive Sales Tax II.

Hanlon inquired as to which one are we talking about here.

Keener advised she didn't know off the top of her head. She advised this is the one that goes to the county and we have to request it and it can only be used for the through roads.

Hanlon advised so it isn't the extra \$5 tax we added.

Robertson advised he didn't think so.

Hanlon advised because he thought that was to be used for roads.

Keener advised yes, and that (money) we get from the county monthly.

Boggs inquired if there are 2 levels of perm tax.

Keener advised yes, there is I and II.

Hanlon advised he was just trying to find out which Permissive Tax we are talking about.

Carey advised he believed the license plate money we would have lost to the county if we didn't decide to take it. He advised he believed that can be used for any road.

Keener advised that is correct.

Carey advised this is not that.

Robertson inquired as to where the money goes that we get a check monthly for the license plate fee.

Keener advised Permissive Tax Fund, which can only be used for road purposes.

Robertson inquired if we have a balance in there that could be used for this project.

Keener advised not nearly enough. She advised and that is the reason we had to request the money from the county from the other one. Keener advised we set it aside for major projects and we haven't tapped into it for a while since the St. Rte. 57 project and prior to that it had been many years.

Carey advised to answer Rick's (Hanlon) question he inquired if there is money in the Permissive Tax, the other one, that we can use to Chip and Seal roads and such.

Keener advised yes.

Boggs suggested she provide us the totals for the next meeting.

Keener advised yes, it will be on the financial statements.

Hanlon had a copy of a previous financial statement.

Keener advised it should be the unencumbered balance in Perm Tax II, account 235.

Hanlon handed the spreadsheet to Keener.

Keener advised in Permissive Tax II we have \$137,389 at the end of the year (2015). She advised Permissive Tax I is what we have from the county and that is an In and an Out because we requested the money from the county engineer and then subsequently expended and it has a zero balance. Keener advised that account is always going to have a zero balance unless we request that money from the county.

Carey inquired if this is Permissive Tax II. He inquired if there was any more money available in that (account).

Keener advised for this project (they planned to use) Permissive Tax I.

Carey inquired if there is any more.

Keener advised yes, we had about \$125,000 in there before we did this project, which used about \$52,000.

Carey advised so we still have \$60,000 we can use on roads.

Keener advised correct.

Boggs advised what they did was, to make sure you understand, we were short when the project ran over some \$40,000.

Keener advised it was closer to \$50,000.

Boggs advised so we pulled the Permissive Tax out.

Keener advised yes, to offset it.

Johnson advised so, it wouldn't impact the residents.

Boggs advised we pulled it out to pay for it and coming back to the assessments we can include it or not. He advised or you could do what Rick (Hanlon) is advocating and that is to set the dollar amount anywhere closer to the estimate sent out.

Carey advised so basically you borrowed money to pay it all and reduced the amount that you collect (from the property owners). He inquired as to how that money gets back in there so we have it down the road for another project.

Boggs advised he believes the money collected for assessments goes in the General Fund.

Keener clarified the Capital Projects Fund.

Hanlon advised he was looking at South Fork was \$10.45 for 5 years and he inquired as to why didn't they make this project at \$10.45 for 5 years and advised they would still be \$.55 under the estimated amount. He advised then we aren't spending all of our Permissive Tax or as much of our Permissive Tax money and maybe we can do something more with it.

Johnson advised we have to get back to how it relates to this legislation. He advised he doesn't see the per foot cost in the legislation. Johnson advised we should vote on this yes or no.

Law Director Bower advised it is based on the aggregate figure in the legislation the \$126,466.75.

Johnson advised okay we need to vote on the \$126,000 or change it.

Bower advised yes.

Hanlon advised the total cost of the project is \$172,933.25 and that is what we are talking about.

Bower advised if you want to change the assessed amount to \$10.45 a linear foot, they would need to change that \$126,000 figure.

Hanlon advised Council could vote for whatever they want, but he was suggesting the \$10.45 amount and that way we can keep some of the Perm Tax monies and Chip and Seal some of the roads we haven't done in years.

Carey advised the (assessment collections) if it is put in the Capital Improvement Fund, it could then be used for road improvements.

Boggs advised they should keep in mind, that when assessment payments come in it is over a period of 5 years. He advised some people pay upfront and some people let it be placed on their (property) taxes. Boggs advised it comes in sporadically. He advised if it all came in each year we would have more money to do more streets.

Carey advised that would be a way to get it and put it on a non-through street.

Hanlon advised he has asked before if Milton Rd. is Chip and Seal or if it is asphalt. He advised Sterling Ave. is a Chip and Seal and it clearly needs something done in certain areas. Hanlon advised he agrees we don't want to charge the property owners the actual cost of \$12.90 a linear foot.

Hanlon moved to amend the aggregate number to use a portion of the Perm Tax monies and the property owners would pay \$10.45 a linear foot, all Yeas on roll call and **motion carried**. Hanlon moved to place on third as amended, all Yeas on roll call and **motion carried**.

## New Business

**a. Ord. No. 7922 An Ordinance of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, Amending Chapter 971.01 (a) Water Rates; Service Fees, of the Codified Ordinances.** First Reading. Ord. No. 7922 was read on first reading. There was brief discussion of an effective date since January 1, 2016 would cause back billing.

Hanlon advised the water fund had a balance of \$305,903.00 at the end of the year (2015). He advised that is almost \$306,000 and he didn't feel it was an emergency to pass this tonight. Hanlon inquired as to what happened to the \$400,000 from the 25% from income tax collections (that used to go to the Water Fund that now goes in the General Fund).

Keener advised it is in the General Fund.

Hanlon advised the General Fund ended at \$480,697.00 and he inquired if \$400,000 of that or so used to go to the Water Fund.

Keener advised \$400,000 for an entire year. She advised we didn't change it until April 1, 2015 so, it wasn't quite \$400,000.

Hanlon inquired if we have a water (fund) problem as to why they didn't just move it back from the General Fund to the Water Fund.

Keener advised we talked about that since the money is in the General Fund, we could do a General Fund transfer to the Water Fund at any point. She advised that is also an option.

Carey inquired if there was something coming up soon that the water dept. absolutely needs.

Utilities Director Mann advised other than the \$300,000 that is already there...

Boggs interjected technically you have two water tower issues that have to be repaired and we aren't going to score enough points with Issue II grants for those water towers. He advised there is some infrastructure repairs needed on the Metzger Ave. water tower internally and they have to be painted not only on the outside, but on the inside as well. Boggs advised the Metzger water tower as well as the standpipe (DeCoursey) need painted, as they were both overdue. He advised we have to do the Metzger tower first because...

Mann advised the horizontal structure on the inside has pulled away from the main structure.

Boggs advised so they went after a zero percent loan, that Council approved, which was the only way to get it funded. He advised the loan was...

Keener advised \$200,000.

Boggs advised we have to pay that back. He advised we haven't been idle with the water system and we haven't started any (projects) unnecessarily either. Boggs advised we have been replacing waterlines and we have received quite a bit of money to do so. He advised to receive those grants successfully we are competing with (other political subdivisions) and we have to put in 45%-55% (matching funds) to receive 45% grant funds. Boggs advised we have been doing a lot of needed repairs to help prevent water breaks and improve our water system. He advised we certainly don't want any kind of problem like they have right now in Flint, Michigan. Boggs advised he felt they were upfront with City Council back when that change (25% of tax collections going to the Water Fund is now going to the General Fund) took place that we couldn't guarantee we wouldn't need additional funding in the Water Fund. He advised part of the plan all along and what we are trying to do now, when we built the Septage Receiving Station, it would generate revenue in the Sewer Fund. Boggs advised it looked as if we are on track to generate approximately \$100,000 more in the Sewer Fund. He advised he realizes we took money geared for the Water Fund and put it in the General Fund, but the alternative was to lay-off employees. Boggs advised the intent is to reduce the sewer portion of the utilities bill, which is the highest part of the bill, and increase the water rates.

Robertson advised so the impact to the end user is almost nothing.

Hanlon advised he is not opposed to what we are doing here and it has been discussed all along. He advised the finance director indicated on the second page (of the Water/Sewer Analysis) about the capital plan for the sewer fund by putting an additional \$20,000 on the principal per year and save the city a lot of interest. Hanlon inquired why stop at \$20,000.

Keener advised she and Ken (Mann, Utilities Director) had that conversation the other day and she was going to run some different scenarios and bring it back to them at the next Council Meeting. She advised we could continue to pay \$20,000 or we actually talked about an even greater amount such as \$50,000 each year.

Hanlon advised he felt we should.

Keener advised what Ken's (Mann) concern is that when the industrial park is developed that our current plant won't be able to...

Mann advised the sewer plant would be put under undo stress if we continue treating the water at the old PCA plant.

Boggs advised only if the one potential customer comes in and he explained that to Council at the meeting the last time, but he would rather have the problem of discussing additions to the sewer plant in the future than how many (employees) we have to lay-off.

Hanlon advised the sooner we get that debt paid down then the sooner...

Keener advised correct. She advised we talked about that being an option, but we also don't want to put all of our money in and then find out we have no money to expand.

Carey advised they wouldn't be required to pay the extra \$50,000 so, if something comes up.

Keener advised exactly.

Johnson inquired as to our rate of interest.

Keener advised it is really low. She advised she wants to say it is .5% or 2%.

Johnson advised then the necessity to pay that off is nil to none.

Hanlon advised it is an \$800,000 balance so, if \$20,000 saves \$69,000, if those are true numbers, then it wouldn't hurt to pay \$40,000 or \$50,000.

Carey advised that would save \$100,000.

Hanlon advised it looked like in 2015 the debt was almost \$802,000 of an outstanding balance. He advised he felt the quicker they could get that reduced the better off we are. Hanlon advised we aren't making any money on our savings account.

Keener inquired if they would like her to bring back different scenarios to the next meeting.

Several yeses were heard.

Johnson moved to amend to make the effective date April 1, 2016, all Yeas on roll call and motion carried. Johnson moved to place on second as amended, all Yeas on roll call and **motion carried**.

**b. Ord. No. 7923 An Ordinance of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, Amending Chapter 941.05 (B) (1) Sanitary User Charges.**

First Reading. Ord. No. 7923 was read on first reading. Carey inquired if the base rate of \$16.63 was for one thousand galled used. Boggs advised that is the minimum. The clerk clarified the base rate is for zero usage. After a brief discussion the effective date of April 1, 2016 should be added. Hanlon moved to amend to make the effective date April 1, 2016, all Yeas on roll call and **motion carried**. Hanlon moved to place on second as amended, all Yeas on roll call and **motion carried**.

**c. Ord. No. 7924 An Ordinance of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, Amending the Annual Appropriation Ordinance No. 7908, As Amended, According to the Attached Sheet(s) and Declaring an Emergency.** Three Readings.

Ord. No. 7924 was read on first reading. Carey moved to suspend the rules and have second and third reading, all Yeas on roll call and **motion carried**. Ord. No. 7924 was read on second and third reading. Carey moved to adopt, all Yeas on roll call and **motion carried**.

**d. Motion to Approve Don Steiner of Hillcrest Drive to the Planning Commission for the Term Expiring January 2017 Vacated when Ken Park was Elected to City Council.** Johnson so moved, all Yeas on roll call and **motion carried**.

**e. Res. No. 7925 A Resolution of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, Declaring it Necessary to Improve West Sunset Drive from Main Street to DeCoursey Road by Planing and Milling the Existing Surface and Installing a New Asphalt Surface, All Together with the Necessary Appurtenances Thereto and Declaring an Emergency.** First Reading. Res. No. 7925 as read on first reading.

Carey inquired as to how long since we last paved W. Sunset.

Finance Director Keener advised she believed ten years.

Hanlon advised he believed it has been longer than ten years. He advised he doesn't believe they did the entire W. Sunset portion, but rather Metzger to DeCoursey.

Boggs advised he felt it might be longer ago than 2003, even.

Hanlon advised he doesn't know about when Main to Metzger (on W. Sunset) was done last.

Boggs advised George (Heater, Service Director) has those records and he could get them for Council.

Utilities Director Mann advised he remembers when he was first hired in 1992, there was no base underneath that road and even the supervisors were hauling railroad ties to put down as underlayment.

Hanlon inquired for which section of W. Sunset.

Mann advised it would have been from Main St. up to Metzger.

Carey inquired if there is any state money or grants coming in for this project.

Boggs advised that is why we are doing it and we haven't received the official notification yet, but we should receive about 45% grant funding (Issue 2). He advised he knows a lot of base repairs were done on the Main to Metzger section because they cut out concrete and put in new road base. Boggs advised he knows it was an expensive job.

Hanlon advised on Metzger they ground down the concrete.

Boggs advised he spoke with George (Heater) quite frequently about it, and they don't think there are going to be any base road repairs but, if you notice when driving up (heading west) Sunset you can see several sections where the curb has sunk in and that concerns him (Boggs). Boggs advised

George feels that we can repair those ourselves without any problem before the start of this project. He advised but that has been his only concern regarding road repairs. Boggs advised there is supposedly a (fresh water) spring coming through that roadway. He advised hopefully the numbers (cost estimates) are close.

Williams inquired if there is any consideration during the repaving of W. Sunset for the potential to improve the water basin behind Metzger and Sunset. He inquired if there was any plan for storm retention. Williams inquired if there was anything (with the paving project) that would interfere.

Boggs advised he doesn't believe so.

Williams inquired if the city would consider making W. Sunset at Metzger heading west past the funeral home to the school walkway into a school zone with striping on the road designating that. He advised that is a pretty heavy school traffic area.

Boggs advised that was part of the Safe Routes to School program, which hasn't materialized.

Hanlon advised since he owns two properties in this project area he inquired if he needed to abstain on the vote.

Law Director Bower advised he might want to abstain to avoid any appearance of impropriety. He advised since he (Hanlon) has a pecuniary interest in the assessment and it was specific to him and not general to the whole city he felt it would be prudent to abstain.

Carey moved to place on second, upon roll call; Smith-Yes, Williams-Yes, Park-Yes, Hanlon-Abstain, Carey-Yes and Johnson-Yes and **motion carried.**

### **City Manager's Remarks**

City Manager Boggs advised he doesn't want to make the meeting any longer than necessary, but he needs a general consensus of which direction to go with the sidewalk improvement program. He advised he is assuming that Council wants him to continue with the phase program we started several years ago. Boggs advised the next section we are targeting would be the north side of Sunset, which would include Elm St. and Heritage Lane, the rest of Metzger and Hilty. He advised we postponed this phase last year to put the funds into something else. Boggs indicated he was asking Council if they want him to pick up and do that phase this year and begin the program again.

Carey inquired as to what we did last year.

Hanlon advised we postponed the program due to the issues with Grandview, he believed.

Johnson advised we have 2 new Councilman and he suggested we have it as a Workshop at the next meeting.

Boggs advised the only other thing he has to bring up is that he received a phone call from Harold Laurila that he is resigning from the Wayne County Health District Advisory Council as the Rittman Representative. He advised those meetings are normally day time hours so, we need to appoint someone who can attend. Boggs advised he felt it was an important position.

Hanlon inquired if they would want a plumber who is also a City Council Member.

Boggs advised there is a new health commissioner and he is hopeful some things will improve and it would be helpful to have a good strong representative on that board. He indicated he would ask if there are any restrictions against a Council Member serving on that board.

Hanlon indicated he was interested if the board doesn't have any restrictions against a Councilman serving.

Robertson advised he felt that was a good idea then, Council could receive updates.

### **Finance Director's Remarks**

Finance Director Keener had no remarks.

### **Council Remarks**

Council Member Steve Johnson had no remarks.

Council Member Brian Smith thanked everyone.

Council Member Dave Williams advised last meeting he forgot to thank Josh Carey for running for City Council and he wanted to make it a part of the public record and offer a public apology.

Council Member Ken Park had no remarks.

Council Member Rick Hanlon thanked Larry for bringing up the sidewalk program as that was the only note he had in his Council Remarks.

Council Member Darrell Carey had no remarks.

#### **a. Approval of Vouchers #'s 4096 thru 4165 and Memo Expense #'s 11601 thru 11609**

Williams moved to approve, all Yeas on roll call and **motion carried.**

### **Adjourn: 8:43 pm**

Hanlon moved to adjourn, all Yeas on roll call and **motion carried.**

---

Mayor

---

Clerk of Council

