

**Rittman City Council Met in a
REGULAR MEETING
Monday, February 14, 2022
7:00 p.m.**

Members Present: Josh Carey, Chuck Wyatt, Ken Park, Amanda Nelson, Dave Williams and Melissa Shows
Members Absent: None
Presiding: Mayor William Robertson

The invocation was given by Dave Williams followed by the pledge of allegiance.

Approval of Minutes – January 24, 2022

Williams moved to approve, upon roll Williams – Yes, Park – Yes, Shows – Yes, Nelson – Abstain, Carey – Yes, Wyatt - Yes and **motion carried.**

Citizens Forum

None

Old Business

a. **Ord. No. 8267 An Ordinance of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, Amending Section 735.06(b) License Issuance, Effective Period; Fee and 735.08 License Revocation of the Codified Ordinances of the City of Rittman. Second Reading.** Ord. No. 8267 was read on second reading. Shows moved to place on third, all Yeas on roll call and **motion carried.**

New Business

a. **Ord. No. 8274 An Ordinance of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, Amending the Annual Appropriation Ordinance No. 8258, as Amended According to the Attached Sheet(s) and Declaring an Emergency. Three Readings.** Ord. No. 8274 was read on first reading. Shows moved to suspend the rules, all Yeas on roll call and **motion carried.** Carey moved to adopt all Yeas on roll call and **motion carried.**

b. **Ord. No. 8275 An Ordinance of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, Authorizing all Actions Necessary to Accept Northeast Ohio Public Energy Council (NOPEC) 2022 Energized Community Grant and Declaring an Emergency. Three Readings.** Ord. No. 8275 was read on first reading. Nelson moved to suspend the rules, all Yeas on roll call and **motion carried.** Shows moved to adopt. Beshara stated because we are members of NOPEC they give out small grants. This is for energy uses, such as changing out LED lights, generators, anything electric. The amount is around \$3,300.00. All Yeas on roll call and **motion carried.**

c. **Res. No. 8276 A Resolution authorizing the Municipal Manager to Apply for Accept and Enter into a Water Supply Revolving Loan Account (WSRLA) Agreement on Behalf of the City of Rittman for Planning, Design and/or Construction of the Sterling Avenue, Erie Street and Walnut Street Water Lines/ and Designating a Dedicated Repayment Source for the Loan. Three Readings.** Res. No. 8276 was read on first reading. Park moved to suspend the rules, all Yeas on roll call and **motion carried.** Shows moved to adopt. Beshara stated that is a loan through the Ohio EPA for Sterling and the other roads listed. The loan is scheduled to be awarded on April 28, 2022 we will submit

the loan application by March 1, 2022. This is another step to make sure that we get that loan for the waterline. All Yeas on roll call and **motion carried.**

d. **Motion to Approve the Placement of Farmland in an Agricultural District for Parcel No. 63-03085.000 Located within the City of Rittman and owned by Dean and Julia Ramsier.** Park so moved, all Yeas on roll call and **motion carried.**

City Manager's Remarks

Nature Preserve: We were informed that the Army Corp of Engineers will be signing our Nationwide permit very soon giving us authority to complete the driveway off of Route 57. As the property is still owned by Morton Salt, Matt S. and I have been communicating and working with Morton to finalize our purchase agreement. Our deadline to proceed with the completion of the Nature Preserve is June 30, 2022 as we were given an extension on the final phase of the project by OPWC. The WJR ribbon cutting ceremony preparations are being managed by Garrick and his staff. We will give Council adequate notice of this ceremony as your presence would be greatly appreciated.

The WJR Nature Preserve is now part of the Wayne County Winter Hike Challenge sponsored by Local Roots Market & Café. We will have this information available on the WJR Nature Preserve Facebook page, our website as well as copies of the brochure at the Rec Center. What a fun way to get fit and be out in nature during the winter months!

Solar Panel Project: If you have been out by our Waste Water Treatment Plant, you will see all the work that has been done on the solar panel project. The installation of the panels continues and we are hopeful that this work will be completed this spring. Mike Brown has been doing a great job working with the Verde Solutions representatives as questions and concerns arise.

BWC updates: Matt and I met with our TPA (Third Party Administrator) Mark Milano who assists us with our BWC options for discounts and to also go over our claims' history over the last several years. The city has done very well, in regards to claims and lost time due to accidents, which is a testament to our staff. Matt and I will continue assessing BWC programs and grant opportunities as they arise.

Legislation: I will ask Council to consider this evening adopting Ordinance 8275 which will allow the city to accept the 2022 Energized Community grant and also Resolution 8276 which will allow the city to apply for a revolving loan for our water line replacement project of Sterling, Erie and Walnut Streets, as a requirement of the Ohio EPA who administers this loan.

THANK YOU! Another storm and more great work by our plow crew, police and fire. It was quite a snow event and everyone did an amazing job so even though words aren't enough, we truly appreciate their hard work and dedication to the citizenry of Rittman.

Finance Director's Remarks

First, I'd like to address that at some point in the near future we are going to be moving away from Payment Service Network or PSN which is who we use to process our online payment options as well as our physical credit card swipes at the Rec Center. We will be moving to a new company for those services called PAYA. We don't have an exact timeline as of yet for that transition. Any residents who had accounts set up with PSN will have to make a new account through PAYA to continue paying that way. It shouldn't be a harsh process but it's a thing that we will have to do. We would like to push for more residents to use the recurring ACH Payments through us directly. The reason for that is the online services charge for each transaction. ACH is completely free. Currently there are less than 15% of residents using this option. We would like to promote this option so more residents utilize it. Second, I'd like to discuss the format of our annual financial report going

forward. Currently we contract with Rea and Associates to help construct an Annual Certified Financial Report or ACFR. This report ticks all the boxes we need with the State and for audit purposes for our annual report. Theirs also goes above and beyond that, it's much, much longer. It fulfils the requirements to submit the report but the Governmental Compliance Officers Association will get a certificate. Which is really nice to have but it is also costs the City much more than basic financial statements would be to put together. My proposal is starting next year for the 2022 report, my proposal is to drop down to basic financial statements. It's going to save the city around \$5,500.00 to \$6,500.00 per year. That is my proposal, but nothing has been done yet. I just wanted everyone to be aware. Carey inquired if this would have any negative impact on obtaining grants? Bubp responded no. And lastly, is our CIVICA CMI software for our finance department to function. It is also used currently for utility billing. We are on a client server version of the software which the city has been using for at least 24 years. It hasn't had any major updates in that time. Support for it is ending in July of 2023. We are going to have to do something. I just wanted there to be an awareness of this. That is going to be a big process.

a. **Approval of Financial Report for January, 2022.** Wyatt moved to approve, all Yeas on roll call and **motion carried.**

Council Remarks

Williams – I want to thank the city services, the street and water departments and the first responders, I appreciate it's cold out and they are out there. I do appreciate the hard work they do. Cliff, thanks, for coming out tonight. I would like to know what our feedback has been about switching over to RITA? Beshara responded she hasn't had any complaints. Bubp stated Shelley gets some calls here and there. The last thing I had was thanks to "Mugs", who passed away recently, for his service to the city. Just how much he will be missed by the city staff. He was a good guy.

Park – nothing tonight.

Carey – nothing tonight.

Wyatt – I want to reiterate; I really appreciate the guys out there working all night in snow storms. I was really impressed with the way the streets were cleared.

Nelson – nothing tonight.

Shows – I want to reiterate thanking everybody, all of our workers that have done such a phenomenal job through this time. And to remind you they are still looking for volunteers for the OH Huddle at the school. The information is on the website, it is basically mentoring one of our local students from within the elementary school and middle school and high school, there are two different versions of it. We are trying all of our schools and many schools in Wayne County are doing it also.

Mayor – I want to thank Cliff for being here and thanks for the around, Rittman POD cast. I think people are listening in on that. Good to get information out there.

a. **Approval of Voucher #'s 15224 thru 15311 and Memo Expense #'s M12201 thru M12223.** Nelson moved to approve, upon roll Park – Yes, Nelson -Yes, Shows – Abstain, Williams – Yes, Carey – Yes, Wyatt – Yes and **motion carried.**

Adjourn: 7:27 p.m. Williams moved to adjourn, all Yeas on roll call and **motion carried.**

Mayor

Clerk of Council

