

4061

OCTOBER 2, 2023 – REGULAR MEETING

Tiffin City Council met for its first meeting of the month in accordance with Codified Ordinance Section 121.03. Council President Boyle opened the meeting at 7:00 p.m. The invocation was given, and the Pledge of Allegiance was recited.

ROLL CALL: Clerk of Council Ann Forrest recited roll call and six councilmembers were present: Chris Monsour (1st Ward), Ken Jones (2nd Ward), Kevin Roessner (3rd Ward), Vickie Wilkins (At Large), Cheyane Thacker (At Large); and John Spahr, Jr. (At Large); Daniel Perry (4th Ward) was absent. Also attending were Mayor Dawn Iannantuono, City Administrator Nick Dutro, Director of Law Brent Howard, Director of Finance Kathy Kaufman, and Fire Chief Rob Chappell.

PUBLIC HEARING: A public hearing with Tiffin City Council was opened at 7:01 p.m. for the consideration of Ordinance 23-60, Ordinance responding to Petitions No. 2023-01, 2023-02 and 2023-03 vacating a portion of Walker Street and adjacent and nearby alleys in the First and Fourth Wards of the City of Tiffin, Ohio. In attendance was Rod Morrison of Heidelberg University who was available for any questions. With no public input, the hearing was closed at 7:02 p.m.

MINUTES: The minutes of the September 18, 2023 Regular and Committee of the Whole Meetings were approved as written.

COMMITTEE REPORTS:

Councilmember Monsour reported that he called to order the meeting of the Law & Community Planning Committee at 4:00 PM on September 25, 2023 in Council Chambers. The following persons were present: Chair Chris Monsour, Committee Member Vickie Wilkins, Committee Member Denny Perry, Mayor Dawn Iannantuono, City Administrator Nick Dutro, Law Director Brent Howard, Parks Director Bryce Kuhn, Councilmember John Spahr and Community Members Finn Kuhn and Lee Wilkinson. The purpose was to discuss Mayor's Request for Legislation #23-40 regarding the removal of the provisional statement in Distress Merchandise Sale legislation. City Administrator Dutro presented to the committee about Tiffin Codified Ordinance 707.02 which was passed in 1958 and required a license to advertise or conduct a distressed merchandise sale. 707.09 of the Code required a fee of twenty-five dollars (\$25.00) for a distress merchandise sale license and 707.08 required a fee of ten dollars (\$10.00) if a renewal was needed. A business had contacted City Administrator Dutro to apply for a license, and out of that discussion with the business, a new application was created for a distress merchandise sale license based on criteria as outlined in the ordinance. City Administrator Dutro stated he was in support of the statute, but was asking council to get rid of the \$25.00 and \$10.00 fees. City Administrator Dutro said that there was not a lot of clerical work involved in the processing of the application. Councilmember Monsour asked when the last time the license was applied for and City Administrator Dutro and Law Director Howard were not aware of the last time. Law Director Howard stated that it was a consumer protection law and indicated it was appropriate law to keep on the books. Councilmember Perry indicated that it was a silly rule to apply for a license to go out of business. Councilmember Monsour asked if the fee was removed would businesses still have to apply for a license. Law Director Howard indicated yes, the license would be required so people are not misled and have protection. Councilmember Perry asked what would happen if a business was denied the license. Law Director Howard stated they would not be able to advertise it as a distressed merchandise sale. Councilmember Spahr asked how the law was enforced. City Administrator Dutro indicated there are penalty clauses written into the law. City Administrator Dutro also stated that if businesses do advertise these types of sales they will be reminded of the Code. Councilmember Wilkins made the motion to remove the fee and update the language as Law Director Howard had suggested. Councilmember Perry seconded. Motion passed 3-0. Meeting was adjourned at 4:11 PM. Respectfully submitted, Chris Monsour, Committee Chair.

Councilmember Wilkins reported that the Recreation and Public Property Committee was held on Monday, September 25, 2023, in Council Chambers to discuss the Mayor's Request for Legislation #23-39 regarding the abrogation of deed restrictions for the private sale of land and any other business. Attending were committee members Dan Perry, Ken Jones, and Vickie Wilkins, Mayor Dawn Iannantuono, Director of Law Brent Howard, City Administrator Nick Dutro, Director of Parks Bryce Kuhn, Councilmembers Chris Monsour and John Spahr and community members Lee Wilkinson and Finn Kuhn. Wilkins opened up the meeting by reading Legislation #23-39 and shared a photo of the property in its current state which at this time there is nothing at the park besides

a concrete pad and some trees. City Administrator Dutro shared that City Administration is trying to remove the deed restriction that is on this property because at this time we cannot sell it or even give it away. The City of Tiffin, through the Federal Lands to Parks Program, entered into an agreement in 1973 with the Secretary of the Interior to take ownership of a 2.48-acre parcel just east of the current city limits on SR 101. Since that time, the city has continued to maintain that land and make it available for the public good and has named it after one of our finest natives, Louisa K. Fast, who had an integral part in the women's suffrage movement and played a role in the passage of the 19th Amendment to the United States Constitution. There are three options through the federal government: 1. Abrogation - Release of deed restriction through sale of property from the Federal Government to the grantee; 2. Land Exchange – trading a piece of property of equal or less value to the government. The City didn't have interest in this; 3. Give it back to the federal government – City Administrator said they have no interest in taking this back and it would hurt us in the future for other federal grant opportunities. Dutro continued, stating next steps requested are as follows: a resolution from the town council / government supporting the action' proof of public engagement (which we can do through a council meeting) and provide the meeting minutes showing the actions were discussed and approved; and appraisal of the property (any costs would be incurred by the City of Tiffin, which could be recouped at time of sale). Dutro said it would be our goal to sell this land after the deed restrictions are removed. Councilmember Monsour asked what the approximate value of this land is. City Administrator Dutro said we would need an appraisal but the closest, most recent sale that is similar in size and scope is the former West Junior High property that Heavenly Pizza just bought. He said he thinks this would not go for how much that went due to no utilities or road frontage. Parks Director Bryce Kuhn mentioned the County has no interest in this land either since it is actually outside of city limits. Wilkins asked how much an appraisal of the land would be. Dutro said approximately \$2,000. Wilkins asked how much does it cost us to maintain this area for the City. Kuhn said workers are at the park twice a week for 2-4 hours to mow, weed whack, etc. Monsour asked if there was another location where we could recognize Louisa K. Fast. Kuhn said yes, there is a location we have in mind. Councilmember Ken Jones mentioned that Louisa K. Fast grew up in the house down the road from him and wanted to see also see if there was an opportunity to recognize Louisa somewhere else in the community. Director of Law Brent Howard said at one point the property was used as a BMX track and there have been tennis courts out there so there has been effort to use this property but the location is difficult to get to. Kuhn said that was the case, but they have since been removed due to lack of use. Howard said the Charter allows City Council to authorize the sale of property by ordinance. Once we pay fair market value to the federal government, the hope is that we can then turn around and sell it for what we paid plus any costs. Dutro said we have additional paperwork we need to complete and it will be a while until we are ready to purchase this. With that said, we are not required to purchase this land. We can get the appraisal and make sure we have an interested buyer before moving ahead with a purchase of the property from the federal government. Howard said we could enter into a contract with a potential buyer and it would be binding on that buyer, subject to City Council approval, and contingent on getting this deed restriction removed. Once we know our costs, we could negotiate that with the buyer so this is budget-neutral for the City. Motion from Dan Perry to have the Law Director prepare legislation for 1. Resolution supporting the abrogation of the deed restrictions and 2. Ordinance amending the budget by \$2,000 for the appraisal expense. Jones seconded that motion. Motion approved 3 – 0. With no other business, the meeting was adjourned at 4:29 p.m. Respectfully submitted, Vickie Wilkins, Committee Chair.

Councilmember Cheyane Thacker reported that a Streets, Sidewalks and Sewers Committee meeting was held on September 25, 2023 at 5:30 P.M. on site at Michel and Souder Petition #2023-04, an alley off of St. Clair Street. Attending were committee members Cheyane Thacker, Kenneth Jones, Kevin Roessner, Daniel Perry, and Chris Monsour, along with City Council Member John Spahr, City Law Director Brent Howard, Mayor Dawn Iannantuono, City Administrator Nick Dutro, City Engineer Matt Watson, and petitioners, Jeffrey Michel and Beth Souder. Thacker called the meeting to order. The purpose of the meeting is to discuss Alley Vacation Petition #2023-04, and any other business that may come before them. Michel and Souder explained that they wanted to have the alley vacated to put up a new garage or building. In its current state, the alley is gravel and grass. Michel and Souder own all adjacent properties. There was much discussion on where to put the building with enough set back from current and potential property lines if the alley is vacated. With all of the current sewer projects starting, Watson thought it would be good to maintain an easement on the property for public utilities and any future sewer projects. Perry agreed. Perry motioned for the Law Director to prepare legislation to accept the alley vacation while maintaining an easement. The motion was seconded by Roessner. The motion passed 5-0. With no further business the committee adjourned at 5:56 P.M. Respectfully submitted, Cheyane Thacker, Chairperson.

No additional Committee of the Whole was scheduled.

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REPORTS OF THE OFFICERS

MAYOR DAWN IANNANTUONO:

Mayor Iannantuono reported that she would have to make committee assignments, one being the Sewer Review Board with the passing of Scott Daniel. Another would be for TMAC; they have someone in mind but if there is anyone else interested please let her know.

The Mayor, City Administrator Dutro and Finance Director Kaufman will begin department heads meetings over the next two weeks in preparation of the 2024 Budget. On November 6th Council will meet with department heads from the Mayor's office, City Administrator, Director of Communications, Law Director, HR, Parks, Law Director, Water Treatment and Finance. She suggested a special Council meeting be held Monday, November 13 for the Police and Fire Department reviews, with Public Works and Engineering on November 20. Three meetings will be needed to pass the Budget, and she suggested the readings be done on December 4, a special meeting on December 11, and the third reading on December 18.

Events:

- Destination Seneca County will host the downtown Halloween Parade Saturday, October 21st at 10:00 a.m.
- Trick-or-Treat will be Sunday, October 29th from 3:00-5:00 p.m.
- October 19th will be Third Thursday's Downtown Trick-or-Treat from 4:30-6:00 p.m. The Fire Department will host the first annual Great Pumpkin Drop that evening at 6:30 p.m.

The Mayor introduced Fire Chief Rob Chappell who explained that the Fire Department was working with Donna Gross of TSEP for Tiffin Fire/Rescue's First Great Pumpkin Drop on Thursday, October 19th at 6:30 p.m. Lowes is donating 12 pumpkins that each program at Sentinel will be decorating. They will be dropped at about 100 ft. from the aerial to a marked spot on the ground.

Chappell spoke about the Mayor's Request for Legislation in the packet to appropriate some additional money into the Budget. This is all money that has been donated to the department. \$1,500 came from Webster Industries. On November 18 Tiffin Fire/Rescue will hear retired Deputy Chief Viscuso present his "Step Up and Lead" program. He is a national speaker who teaches about leadership development. It will be a free event thanks to the donation from Webster. They also received a Safety Intervention Grant from BWC that we can apply for every three years for up to \$40,000 per year, with our match required to cover the rest. Chappell said he would like to improve our capabilities on the EMS side since there are many injuries during EMS incidents. Several years ago they started using powered cots, and now Stryker has come out with a powered stair chair called X-Pedition. They have been using one that is good for taking patients down stairs. This is like a wheel chair with caterpillar treads on the back of it can be deployed to slide down the stairs. One of the shortfalls of the previous cot was that it is designed for going down, but this one can be used for both directions. The total cost including chargers is \$51,758. Deputy Chief Homan worked on getting the grant; the City's portion is \$12,940 which they do have available in their capital budget so no additional funds would need to be encumbered for this purchase. The chairs are ready much quicker than expected, in six weeks vs six months. Stryker waiting for the appropriation so that they can get the PO created in a timely fashion and get them here. We should be one of the first departments in the state of Ohio to have this equipment. He also thanked the Tiffin Community Foundation for their donation of \$13,250 since domestic terrorism is a real burden facing communities. It can and will hit close to home, and we need to be prepared. When he became interim Fire Chief three years ago, one of his goals was to build up a tactical EMS team within our fire department as a resource not just for our CERT and local law enforcement, but also as a regional asset when something like this happens. At the end of the year we will get our third lieutenant within the department that will be embedded directly in CERT and our PD, so that when they go out on a call they will have a paramedic right there alongside our officers. It will provide faster access to any victims and to our police officers if they are injured, and they will be able to continually assess our PD during these operations. This grant will allow them to fully outfit and equipment these three officers.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMANN: No report.

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DIRECTOR OF LAW BRENT T. HOWARD:

Director of Law Howard reported that the Streets, Sidewalks and Sewers Committee had met the previous week regarding Ord 23-68 for the alley vacation off of St. Clair St. As part of the discussion, it was demonstrated that the City needed to maintain access rights for any sewer-related and utility work as detailed in Section 2. The ordinance will be recorded when passed, and per Section 2 the adjacent vacation owners will have to keep the alley free of all buildings, structures and other obstructions. They cannot in any way obstruct the operation, etc. of the facilities we may use.

WRITTEN COMMUNICATIONS:

Finance Director's Request for Legislation #F23-30 to amend the 2023 Budget Ordinance 22-108 to appropriate funds into the Police Budget (\$1,993.77).

On file in Clerk of Council's office; legislation prepared under Ord 23-63.

Finance Director's Request for Legislation #F23-31 to amend the 2023 Budget Ordinance 22-108 to appropriate funds into the Street Dept. Budget (\$4,000.00).

On file in Clerk of Council's office; legislation prepared under Ord 23-64.

Finance Director's Request for Legislation #F23-32 to amend the 2023 Budget Ordinance 22-108 to appropriate Funds into the Fire Dept. Budget (\$13,250.00+\$1,500.00+\$38,818.89).

On file in Clerk of Council's office; legislation prepared under Ord. 23-66.

Finance Director's Request for Legislation #F23-33 to amend the 2023 Budget Ordinance 22-108 to reduce funds in the Street Dept. Budget (-\$21,600.00-\$26,493.65-\$32,000.00).

On file in Clerk of Council's office; legislation prepared under Ord. 23-69.

Ohio Division of Liquor Control – Liquor permit transfer from Gase Ltd. dba Clover Club to Tiffin Investments LLC dba Clover Club. *Referred to Streets, Sidewalks and Sewers Committee.*

ORAL COMMUNICATIONS: None.

MOTIONS:

- A) Councilmember Roessner moved to amend Ord. 23-59 with the redlined version from the Agenda Change Memo; Councilmember Thacker seconded. Motion passed on a voice vote of 6-0.

RESOLUTIONS:

Resolution 23-29, introduced by Vickie Wilkins and read for the first time.

RESOLUTION SUPPORTING THE ABROGATION OF DEED RESTRICTIONS ON THE CITY PROPERTY KNOWN AS THE LOUISA K. FAST PARK, AND DECLARING AN EMERGENCY.

ORDINANCES:

Ordinance 23-57, introduced by Cheyane Thacker and read for the third time.

ORDINANCE AUTHORIZING INSTALLMENT OF ONE STREET LIGHT ON THIRD AVENUE BETWEEN SHAWHAN AVENUE AND WALL STREET, AND DECLARING AN EMERGENCY.

Councilmember Thacker moved for passage; Councilmember Spahr seconded.

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

Ordinance 23-58, introduced by Cheyane Thacker and read for the third time.

ORDINANCE AUTHORIZING INSTALLMENT OF ONE STREET LIGHT ON WATER STREET AT OR NEAR THE VIADUCT BRIDGE, AND DECLARING AN EMERGENCY.

Councilmember Thacker moved for passage; Councilmember Monsour seconded.

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

Amended Ordinance 23-59, introduced by Kevin Roessner and read for the third time.

ORDINANCE ENACTING CHAPTER 725 OF THE TIFFIN CODIFIED ORDINANCES ESTABLISHING THE REGISTRATION OF CONTRACTORS WORKING IN THE CITY.

Councilmember Roessner moved for passage; Councilmember Monsour seconded.

Roll call vote was taken on the passage, and it was approved 6-0.

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Ordinance 23-60, introduced by Cheyane Thacker and read for the second time.

ORDINANCE RESPONDING TO PETITIONS NO. 2023-01, 2023-02, AND 2023-03 VACATING A PORTION OF WALKER STREET AND ADJACENT AND NEARBY ALLEYS IN THE FIRST AND FOURTH WARDS OF THE CITY OF TIFFIN, OHIO.

Ordinance 23-63, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING 2023 BUDGET ORDINANCE 22-108 TO APPROPRIATE \$1,993.77 INTO THE POLICE BUDGET FOR DONATIONS RECEIVED FOR THE POLICE K9 PROGRAM.

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

Discussion: Councilmember Roessner thanked the donors for their support.

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

Ordinance 23-64, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING 2023 BUDGET ORDINANCE 22-108 TO APPROPRIATE \$4,000.00 INTO THE STREET DEPARTMENT BUDGET FOR PROFESSIONAL SERVICES FOR THE REMAINDER OF THE YEAR.

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

Discussion: Finance Director Kaufman explained that the Street Department contracted with a staffing agency for help and needs funding to use them for a few more weeks.

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

Ordinance 23-65, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING 2023 BUDGET ORDINANCE 22-108 TO APPROPRIATE \$2,000.00 INTO THE PARKS DEPARTMENT BUDGET FOR LAND APPRAISAL OF THE LOUISA K. FAST PARK PROPERTY.

Ordinance 23-66, introduced by Kevin Roessner and read for the first time

ORDINANCE AMENDING 2023 BUDGET ORDINANCE 22-108 TO APPROPRIATE A TOTAL OF \$53,568.89 INTO THE FIRE DEPARTMENT BUDGET WHICH WILL BE USED TO PURCHASE TACTICAL EMS PROTECTIVE CLOTHING, FIRE CONFERENCE SPONSORHIP, AND PURCHASE OF STRYKER X-PEDITION STAIR CHAIRS.

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

Discussion: Councilmember Roessner thanked the Fire Department for getting these grants.

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

Ordinance 23-67, introduced by Chris Monsour and read for the first time.

ORDINANCE AMENDING CHAPTER 707 OF TIFFIN CODIFIED ORDINANCES REMOVING THE FEES FOR A DISTRESS MERCHANDISE SALES LICENSE.

Ordinance 23-68, introduced by Cheyane Thacker and read for the first time.

ORDINANCE RESPONDING TO PETITION NO. 2023-04 VACATING THE ALLEY OFF OF ST. CLAIR STREET RUNNING EAST AND WEST BETWEEN LOTS NO. 3 AND 4 OF LETTERHOSE SUBDIVISION AND LOT NO. 17 OF HEMING'S RESURVEY IN THE THIRD WARD OF THE CITY OF TIFFIN, OHIO.

Ordinance 23-69, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING 2023 BUDGET ORDINANCE 22-108 TO REDUCE FUNDS IN THE STREET DEPARTMENT BUDGET BY \$80,093.65 AS THESE FUNDS WILL NOT BE SPENT THIS YEAR.

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

Discussion: Finance Director Kaufman explained that this is the time of the year when we start to review expenses. The department is currently over budget and going to spend more, so they have to reduce it to get back into balance. City Administrator Dutro noted that many departments return money to the Budget that they know they will not spend; about 5% is returned.

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

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OTHER BUSINESS:

President Boyle announced a Public Hearing with Tiffin City Council on October 16, 2023 in Council Chambers immediately following roll call regarding Ord. 23-68 responding to Petition No. 2023-04 vacating the alley off of St. Clair Street running east and west between Lots No. 3 and 4 of Letterhose Subdivision and Lot No. 17 of Heming’s Resurvey in the Third Ward of the City of Tiffin, Ohio.

Further to the Mayor’s request for additional meetings needed for budget reviews. President Boyle announced a special Council meeting on November 13, 2023 at 5:30 p.m. in Council Chambers for department budget reviews and any other business that may come before them. She also announced a special Council budget meeting on December 11, 2023 at 5:30 p.m. in Council Chambers for additional department budget reviews, reading any ordinances relating to the 2024 Budget and Pay Ordinance, as well as any other business that may come before them.

Councilmember Thacker polled the Streets, Sidewalks and Sewers Committee members regarding the Ohio Division off Liquor Control notice of the transfer of ownership of a long-term existing business, and it was concurred that the Clerk could sign and return the notice as no hearing required.

Councilmember Spahr reported that Wednesday, October 4 at 2:20 p.m. FEMA and the FCC would be doing a nationwide emergency alert test. They will be adding cell phones to the test, and it cannot be turned off. If there is bad weather it will be postponed to the following Wednesday. He said he is mentioning this test because some people are being told to turn off their phones because it will release a dangerous chemical, and that is not the case.

Councilmember Thacker announced a Streets, Sidewalks and Sewers Committee meeting on Monday, October 16, 2023 at 6:15 p.m. in Council Chambers to discuss the City’s current ordinance regarding golf carts and low-speed vehicles, and any other business that may come before it.

ADJOURNMENT: 7:54 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2023

Presiding Officer of Council

Attest: _____
Clerk of Council

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SEPTEMBER 18, 2023 – REGULAR MEETING

Tiffin City Council met for its second meeting of the month in accordance with Codified Ordinance Section 121.03. Council President Boyle opened the meeting at 7:00 p.m. The invocation was given, and the Pledge of Allegiance was recited.

ROLL CALL: Clerk of Council Ann Forrest recited roll call and seven councilmembers were present: Chris Monsour (1st Ward), Ken Jones (2nd Ward), Kevin Roessner (3rd Ward), Daniel Perry (4th Ward), Vickie Wilkins (At Large), Cheyane Thacker (At Large); and John Spahr, Jr. (At Large). Also attending were Mayor Dawn Iannantuono, City Administrator Nick Dutro, Director of Law Brent Howard, Director of Finance Kathy Kaufman, and Director of Communications and Constituent Services Liz Croak.

PETITIONS: Petition No. 2023-04 from Jeffrey Michel and Beth Souder to vacate an alley in the Third Ward running east/west between Lots 3 and 4 of Letterhose Subdivision on the north and Lot #17 of Heming's Resurvey on the south. *Referred to Streets, Sidewalks & Sewers Committee.*

MINUTES: The minutes of the September 5, 2023 Regular and Committee of the Whole Meetings were approved as written with corrections noted in the Agenda Change Memo to the Mayor's Report on page 4052.

COMMITTEE REPORTS:

Councilmember Cheyane Thacker reported that a Streets, Sidewalks and Sewers Committee meeting was held on September 11, 2023 at 5:15 p.m. in Council Chambers. Attending were committee members Cheyane Thacker, Daniel Perry and Chris Monsour, along with Law Director Brent Howard, Mayor Dawn Iannantuono, City Administrator Nick Dutro, City Engineer Matt Watson, and Member of the Public, Ollie Perry. Thacker called the meeting to order. The purpose of the meeting is to discuss Mayor's Request for Legislation 23-38 and any other business that may come before them. **Item One:** Watson gave the committee information regarding the reconstruction of Sandusky Street between Hall and Tomb through the ODOT Small City Program. This project is estimated to cost \$1,658,961.00 with 95% of the project being reimbursed to the city through the aforesaid ODOT Program. Additionally, Watson has been working to receive other grants from ODOT to improve safety at the Sixes Corner intersection for projects that would happen concurrently with reconstruction. Monsour motioned to have the Law Director prepare legislation to authorize the Mayor to accept funding from ODOT Small City Program. Perry seconded the motion. The motion passed 3-0. **Item Two:** Howard gave an update on the Heidelberg project for street and alley vacations. Based on a meeting with Heidelberg's representative, it is time to move ahead with the introduction of ordinances for vacations. The city will have a temporary easement for use of the vacated alleys and street until construction begins. With no further business the committee adjourned at 5:43 p.m. Respectfully submitted, Cheyane Thacker, Chairperson.

No additional Committee of the Whole was scheduled.

REPORTS OF THE OFFICERS

MAYOR DAWN IANNANTUONO:

Mayor Iannantuono read a proclamation for a very special boy, Griffin Eidt, and others like him, declaring September 2023 as Deafness Awareness Month in Tiffin. She regretted that he was not feeling well and was not able to attend.

The Mayor reported that over 137 parents and grandparents volunteer to help with Safety City, and it was a huge success. She thanked Tiffin City Schools for their help with bussing and location again this year, as well as to Lincoln Pre-K staff for putting up with their taking over the building for a whole week. She also thanked Heidelberg University's women's basketball team and their assistant coach, as well as Heidelberg University's men's wrestling team and their coach for all their help with set up and tear down. She thanked the Leadership Class at Columbian for their help Tuesday and Friday afternoons in helping with students; they also stayed Friday to tear down before the wrestlings got there, so they were done and put away before 3:00 p.m.

The Downtown Main Street Celebration and Downtown Summit was September 14th at The Chandelier, and it was a very nice event. They shared downtown updates and honored some of the awarded recipients.

The 44th Annual Heritage Festival on September 15-17 was located on Frost Parkway and Jefferson St. this year, and it went very well. The parade was very big and a huge success.

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Ofc. Liz Miller is in Pennsylvania and will be training with her K9 for the next 6-7 weeks. He has been named Zeke.

The Mayor also wished a happy birthday to Councilmember Jones.

Events:

- Third Thursday will be Thursday the 21st with the hugely popular Pizza Party.
- On September 28th she will be attending a training session on Breaking the Stigma for addiction and mental health issues.
- Destination Seneca County will host the Halloween Parade downtown on Saturday, October 21st at 10:00 a.m.
- Trick-or-Treat will be Sunday, October 29th from 3:00-5:00 p.m.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMANN:

Director of Finance Report for the month ending:	AUGUST 31, 2023
Total Receipts for the month:	\$5,466,534.73
Total Expenses for the month:	\$4,205,701.69
The General Fund unencumbered balance:	\$5,551,456.47

The income tax receipts for August 2023 were \$889,006.59. The total annual decrease in income tax collections for August 2023 compared to August 2022 is \$8,785.95. Year to date income tax receipts are down 1.10%.

The .25% portion of income tax receipts that was transferred into fund 215 for public streets for August 2023 is \$110,404.76.

In August, the City received the second half real estate tax revenue check from the County. The amount deposited into General Fund was \$397,874.53.

On Monday, September 11, 2023 Sewer Revenue will be certifying invoices more than 90 days past due to the County Auditor. The last day for customers to pay on these past due invoices was August 31, 2022. The assessments total \$420,395.90. In addition, sidewalk and mowing assessments will be sent to the County on or before September 11, 2023.

The unexpended balance for all funds is **\$38,869,681.95**, which is the same as the bank balances for the same time period.

Councilmember Roessner moved to accept the August 31, 2023 financial report as presented, as well as the bank reconciliation emailed to Council; Councilmember Monsour seconded.

Discussion: Councilmember Jones said he had reviewed the Bank Reconciliation and asked about the check written to American Structurepoint for approximately \$29,650; City Administrator Dutro explained that they are consultants for the Ella St. Bridge Project.

On a voice vote motion was approved 7-0.

DIRECTOR OF LAW BRENT T. HOWARD:

Director of Law Howard addressed Ord. 23-59 enacting Chapter 725 of the Codified Ordinances for the registration of contractors. He said he would make the changes discussed in the Committee of the Whole meeting before the third reading and provide a redline copy at the next meeting. The revision will not include a person who is a minor but will be 18 years or older. He will also remove the renewal fee from the legislation; however, if the registration is relapsed there will be a new fee. Regarding Ord. 23-60 for the vacation of a portion of Walker St. and two adjacent alleys, it will need a public hearing held before its second or third reading. He also said it was now time to investigate the operation of the golf cart ordinance, talk to the Police Chief about his experience with it and allow the public to weight in. He suggested it be read at three separate meetings and go into effect with an emergency. President Boyle referred the matter to the Streets, Sidewalks and Sewers Committee. Councilmember

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Jones stated that last week Chief Pauly told him that 35 licenses had been issued for golf carts, which was much greater than he had thought it would be.

(utility
2023-04)

WRITTEN COMMUNICATIONS:

Mayor's Request for Legislation #23-39 – Abrogation of deed restrictions for private sale of land.

Referred to Recreation & Public Property Committee

Mayor's Request for Legislation #23-40 – Removal of provisional statement in Distress Merchandise Sale legislation.

Referred to Law & Community Planning Committee.

Finance Director's Request for Legislation #F23-29 to amend the 2023 Budget Ordinance 22-108 to appropriate funds into the Fire Dept. Budget (\$70,000.00).

On file in Clerk of Council's office; legislation prepared under Ord. 23-62.

ORAL COMMUNICATIONS: None.

MOTIONS: None.

RESOLUTIONS:

Resolution 23-27, introduced by Kevin Roessner and read for the third time.

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, AND DECLARING AN EMERGENCY.

Councilmember Roessner moved for passage; Councilmember Wilkins seconded.

Roll call votes were taken on the passage, and it was approved 7-0.

ORDINANCES:

Ordinance 23-54, introduced by Cheyane Thacker and read for the third time.

ORDINANCE AMENDING SECTIONS 907.07(d) AND (e) OF TIFFIN CODIFIED ORDINANCES INCREASING THE ANNUAL PERCENTAGE INCREASE IN SEWER RATES TO 5%.

Councilmember Thacker moved for passage; Councilmember Monsour seconded.

Roll call votes were taken on the passage, and it was approved 7-0.

Ordinance 23-57, introduced by Cheyane Thacker and read for the second time.

ORDINANCE AUTHORIZING INSTALLMENT OF ONE STREET LIGHT ON THIRD AVENUE BETWEEN SHAWHAN AVENUE AND WALL STREET, AND DECLARING AN EMERGENCY.

Ordinance 23-58, introduced by Cheyane Thacker and read for the second time.

ORDINANCE AUTHORIZING INSTALLMENT OF ONE STREET LIGHT ON WATER STREET AT OR NEAR THE VIADUCT BRIDGE, AND DECLARING AN EMERGENCY.

Ordinance 23-59, introduced by Cheyane Thacker and read for the second time.

ORDINANCE ENACTING CHAPTER 725 OF THE TIFFIN CODIFIED ORDINANCES ESTABLISHING THE REGISTRATION OF CONTRACTORS WORKING IN THE CITY.

Ordinance 23-60, introduced by Cheyane Thacker and read for the first time.

ORDINANCE RESPONDING TO PETITIONS NO. 2023-01, 2023-02, AND 2023-03 VACATING A PORTION OF WALKER STREET AND ADJACENT AND NEARBY ALLEYS IN THE FIRST AND FOURTH WARDS OF THE CITY OF TIFFIN, OHIO.

Ordinance 23-61, introduced by Cheyane Thacker and read for the first time.

ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ACCEPT FUNDING THROUGH THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) SMALL CITY PROGRAM FOR THE NORTH SANDUSKY STREET ROADWAY RECONSTRUCTION PROJECT, APPROVE PROJECT REQUIREMENTS,

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AUTHORIZE THE MAYOR TO ENTER INTO A CONTRACT FOR THE PROJECT FUNDING, AND DECLARING AN EMERGENCY.

Councilmember Thacker moved for suspension of the three-reading rule and passage; Councilmember Perry seconded.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 7-0.

Ordinance 23-62, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING 2023 BUDGET ORDINANCE 22-108 TO APPROPRIATE A TOTAL OF \$70,000.00 INTO THE FIRE DEPARTMENT BUDGET TO COVER WAGES AND OVERTIME EXPENSES FOR THE REMAINDER OF THE YEAR.

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

Discussion: Councilmember Jones stated that the reason for this large amount was explained during the Committee of the Whole and asked for it to be repeated for the public. Finance Director Kaufman explained that a Fire Department retirement was not included in the Budget, and several others were on extended leave causing increased overtime.

Roll vote was taken on the suspension and passage, and both were approved 7-0.

OTHER BUSINESS:

President Boyle announced a public hearing on Monday, October 2, 2023 at 7:00 p.m. regarding Ord 23.-60 and Heidelberg University street/alley vacation Petitions 2023-01, 2023-02 and 2023-04.

Councilmember Monsour announced a Law & Community Planning Committee meeting on Monday, September 25, 2023 at 4:00 p.m. regarding Mayor’s Request for Legislation #23-40 for the removal of provision statement in Distress Merchandise Sale Legislation and any other business that may come before it.

Councilmember Wilkins announced a Recreation & Public Planning Committee meeting on Monday, September 25, 2023 immediately following the 4:00 p.m. Law & Community Planning Committee meeting to discuss Mayor’s Request for Legislation #23-39 regarding the abrogation of deed restrictions for private sale off land, and any other business that may come before it.

Councilmember Thacker announced a Streets, Sidewalks & Sewers Committee meeting for Monday, September 25, 2023 at 5:30 p.m. would be held on-site at the location of Petition #2023-04 for an alley vacation off St. Clair St., and any other business that may come before it.

Councilmember Perry noted that he would be absent at the next Council meeting.

ADJOURNMENT: 7:30 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2023

Presiding Officer of Council

Attest: _____
Clerk of Council