

TIPP CITY WORK SESSION

TIPP CITY, MIAMI COUNTY, OHIO

February 16, 2016

Executive Session

The following Council Members answered roll call. President Joe Gibson, Mayor Pat Hale, Carrie Arblaster, Katie Berbach, John Kessler, Tom Merritt and Matt Owen. President Gibson informed everyone Council will be entering Executive Session to consider the appointment of a public official(s). To include all members of Council. Ms. Berbach moved to enter Executive Session. Mr. Kessler seconded. Motion carried. Council entered Executive Session at 6:37 pm. Council returned from Executive Session at 6:58 pm. Ms. Arblaster moved to return from Executive Session. Mr. Owen seconded. Motion carried.

Work Session

The work session began at 7:00 pm. The following Council members were present: President Joe Gibson, Mayor Pat Hale, Carrie Arblaster, Katie Berbach, John Kessler, Tom Merritt, and Matt Owen. Also attending was City Manager Tim Eggleston, Assistant City Manager/Community and Economic Development Director Brad Vath, Finance Director John Green, Deputy Director of Municipal Services and Engineering Eric Mack, Law Director David Caldwell, Police Chief Eric Burris, Facilities/IT Supervisor Doug Arnold and Clerk of Council Janice Bates. Reporters Carla Ungerecht and Cecilia Fox were also in attendance.

Web Site Discussion

During the discussion, staff and Council reviewed the current website for the City of Tipp City. President Gibson began by stating several of the images were "fuzzy" and we (the City) should stop using "stock photos" on the site. President Gibson added, "We have a strong sense of community, and we should have a better visual of the community". He suggested there be photographs of Harrison's, the Township Building, the Old Municipal Building to name a few. President Gibson added on each departmental page, a photograph of the Chief or Department head should be included. President Gibson also informed staff the link to KIT TV was broken. President Gibson suggested on the "Contact Us" page there be a photo of the City Manager, or Council, or the Government Building. He also suggested to always spell out the names of other organizations we "link" to. For instance, a new resident will not know that TMCS is Tipp-Monroe Community Services. President Gibson also suggested photos and a map of the pool be included on the page for the pool. President Gibson stated we need to include as many photographs (including sights around the City and Staff personnel) as possible.

President Gibson added when someone tries to print something from the website, the photographs do not print. President Gibson asked Council for their thoughts on ways to improve the current website. Mr. Owen stated President Gibson brought up several good points about the photographs and including photographs of staff. President Gibson stated the cost for the current website was \$11,000 and is maintained by Atomic Interactive. Ms. Arblaster inquired if the discussion were to find a new vendor for this service. Mr. Vath added, the City does not have an "in-house" capacity to design and maintain the website. Mr. Eggleston reminded everyone the website also needs to be ADA (American's with Disabilities Act) compliant. Mr. Arnold informed Council that we (the City) is unable to sell pool passes, and we do not have access to the forms. Mr. Arnold added, there are additional problems to the website

beyond the “pretty” that can be fixed. Mr. Arnold added he has researched who other municipalities use for the web host and the City of Troy and Miami County both use Civic Plus. The fees associated are \$45,000 up front for their services and annual hosting is an additional cost. Mr. Arnold added the City of Westerville uses Vision Internet at a cost of \$57,000. Mr. Arnold added, “This isn’t a budgeted expense and we are not able to fix it on our own at this point”. President Gibson added many businesses look at our website when choosing to locate here. Mr. Eggleston suggested we send out an RFP for website vendors. Ms. Arblaster inquired if there were a comprehensive list of RFP requirements for a website. Adding, this would be helpful. Mr. Owen stated the functions of a website have completely changed over the years, and our citizens deserve better. Adding residents should be able to use the City’s website to apply for Boards and Commissions seats, purchase pool passes, shelter rentals and to pay utility bills. Mr. Vath added Council would need to appropriate monies for a new website. President Gibson requested an RFQ be written and circulated among Council and Staff for suggestions.

Year-End Financial
Review

Mr. Green reviewed the attached PowerPoint with Council. President Gibson stated, “We did better than anticipated”. Council didn’t have additional comments.

Adjournment

Meeting adjourned at 7:35 pm.

Joseph Gibson, President of Council

Attest: _____
Janice Bates, Clerk of Council

TIPP CITY COUNCIL MEETING

TIPP CITY, MIAMI COUNTY, OHIO

February 16, 2016

Council Meeting

The following Council Members answered roll call. President Joe Gibson, Mayor Pat Hale, Carrie Arblaster, Katie Berbach, John Kessler Tom Merritt and Matt Owen.

City Staff in attendance include: City Manager Tim Eggleston, Law Director David Caldwell, Assistant City Manager Brad Vath, Finance Director John Green, Deputy Director of Municipal Services & Engineering Eric Mack, Police Chief Eric Burris and Clerk of Council Janice Bates.

Guests signing the register include: Thomas Chaney, Len Bowen, Rev. Gary Boggs and Vonda Alberson. Reporters Nancy Bowman and Cecilia Fox were also in attendance.

Invocation and Pledge of Allegiance

Reverend Gary Boggs from the First Baptist Church gave the Prayer for Guidance. President Gibson led the Pledge of Allegiance.

Approval of Agenda

Ms. Berbach moved to approve the agenda. Mr. Owen seconded. Motion carried.

Minutes

1/19/16 Council Work Session

Mr. Owen moved to approve the minutes of the January 19, 2016 Study Session. Ms. Arblaster seconded. Motion carried, 5-0-2; President Gibson and Ms. Berbach abstained.

1/19/16 Council Meeting

Mr. Owen moved to approve the minutes of the January 19, 2016 Council Meeting. Mr. Merritt seconded. Motion carried, 5-0-2; President Gibson and Ms. Berbach abstained.

2/1/16 Council Work Session

Ms. Berbach moved to approve the minutes of the February 1, 2016 Study Session. Mr. Owen seconded. Motion carried, 5-0-2; Ms. Arblaster and Mr. Kessler abstained.

2/1/16 Council Meeting

Mr. Owen moved to approve the minutes of the February 1, 2016 Council Meeting. Ms. Berbach seconded. Motion carried, 5-0-2; Ms. Arblaster and Mr. Kessler abstained.

Presentations, Proclamations, & Awards

There were none.

Ordinances (2nd Reading)

Amending Chapter 37

An ordinance combining Chapter 37 Exhibits "A" & "B" of the Codified Ordinances of the City of Tipp City establishing pay and benefit schedules for all City Employees not covered by a Collective Bargaining Agreement.

City Manager Comments: Every three years when the AFSCME contracts have been negotiated. Council has been consistent in giving the same pay raises to the non-bargaining employees. This is following suit in giving 2.5% over the next three years. It also gives Fire and EMS personnel the same increase, and the Executive Secretary to the City Manager has been put

half way between the supervisors and Administrative Assistants. Staff is asking this be adopted.

Ms. Berbach introduced the ordinance and moved for its adoption. Motion passed 7-0. Ordinance 3-16 was declared adopted and President Gibson affixed his signature in witness thereto.

Resolutions

There were none.

**Ordinances
(1st Reading)**

Amending Master Fee Schedule to include Veteran's Memorial Park and Dog Park Pavers

An ordinance amending the schedule of fees to include paver fees for the Veteran's Memorial Park and the Dog Park.

City Manager Comments: At the last work session, we discussed that the Parks Board wanted to charge a fee to have pavers to help support the dog park and various projects. In order to make sure that we have everything up-to-date, we also included the Veteran's Memorial paver fees. This requires Council approval.

Mr. Owen introduced the ordinance.

Motions

Appointing the Charter Review Commission

A motion appointing the 2016 Charter Review Commission.

City Manager Comments: It is Council's discretion as to who they would like on the committees. We hope that you appoint the members tonight so the individuals can begin scheduling meetings. President Gibson asked how many must be appointed. Mr. Caldwell stated "Pursuant to 11.05 of the Charter, a minimum of five". President Gibson stated, "We have five tonight, I believe".

Mr. Owen moved to open nominations. Ms. Berbach seconded. Ms. Berbach nominated Jackie Wahl, Mr. Kessler nominated George Lovett, Ms. Berbach nominated David Wirth, Mr. Merritt nominated David Cook, Ms. Berbach nominated Paul Harto. Mayor Hale moved to close nominations. Ms. Berbach seconded. A vote was taken on the slate of nominations. All nominations were approved. Motion carried.

Appointing Residents to the Comprehensive Master Development Plan Steering Committee

A motion appointing two residents to the Comprehensive Master Development Plan Steering Committee.

City Manager Comments: At the last meeting to appoint members in January, Council expanded the committee to include two residents. Tonight, we are asking that you approve those. The first meeting is February 25th. We would like to get those individuals on board and keep the process moving forward.

Ms. Berbach nominated Jennifer (JJ) Slanker. President Gibson moved to close nominations. A vote was taken on Ms. Slanker's nomination. Her appointment was unanimous.

Ms. Arblaster nominated Kristy Reis as the Downtown Tipp City Partnership representative. Mr. Owen seconded. President Gibson moved

close nominations. A vote was taken on Ms. Reis' nomination. Her appointment was unanimous.

Accepting Rotary's
\$1,000 Tree Donation

A motion accepting Rotary's \$1,000 Tree Donation.

City Manager Comments: Tipp City Rotary has donated \$1,000 to the City for the planting of trees in Kyle Park honoring past Tipp City Rotary presidents. We are asking Council accepting this \$1,000.

Ms. Berbach moved to approve. Mr. Merritt seconded. President Gibson stated, "We thank the Rotary for doing this for us once again". Mr. Merritt thanked them as well, adding; "It is a nice gesture". Motion carried. President Gibson added, "Previous Past Presidents being honored include Dale Kessler, Ronald Thuma, Michael Miller and Robert Freeman. Thanks to them for their service and legacy".

Miscellaneous

There were none.

**Citizen Comments on
Items not on the
Agenda**

There were none.

**Councilmember
Comments**

Ms. Arblaster congratulated everyone who was appointed to the Charter Review Commission and the Comprehensive Master Plan. I look forward to hearing some of their conclusions and hopefully implementing them in the future.

Mr. Owen also thanked the appointments. Thank you for volunteering your service for the City. Mr. Owen informed everyone he attended the CCEO 100th Winter Conference last week. "This is a conference for all Chamber Executives throughout the State of Ohio. We have three Chamber Executives that live here in our City. Liz Sonnanstine, Will Roberts and myself. Will oversees the Butler/Vandalia Chamber, I oversee the Preble County Chamber and Liz Sonnanstine oversees the Tipp City Area Chamber of Commerce. Along with training and development, there were a lot of good issues that the 145 different Chamber Executives that attended that event. Liz Sonnanstine is now part of the CCEO Board. It is a very huge honor. Please take time to thank Liz for all of her service here as well as representing us at the State level. I wanted to congratulate Liz".

Ms. Berbach had nothing additional.

Mr. Merritt stated "As I was driving through the community, I couldn't help but notice the flags were at half-staff for the passing for Justice Scalia. As I heard that news, and I realize that he is very detached from me personally, I recall in Law School, we studied his writings and I think as a people, we may not immediately appreciate his impact that he's had on our legal system. He was just a brilliant legal mind. He was a figure that was just larger than life". Mr. Merritt also congratulated Mr. John Donnelly on the birth of his daughter. Mr. Merritt also reminded everyone of the upcoming Community Services annual appreciation dinner. Mr. Merritt also thanked Rotary for their donation.

Mr. Kessler had nothing additional.

Mayor Hale stated "As always, we are lucky in our community to have people who are willing to step forward to serve on our different boards and committees. Thank you to those people. It is nice having almost all of those positions filled". Mayor Hale informed everyone he will not be at the next Council meeting as he will be in Washington D.C. attending the Spring OMEA Legislative Rally.

President Gibson ~~echoes~~ echoed Mr. Merritt's sentiments. "It is a huge loss, especially for those of us in the legal community. Justice Scalia was not that old, and I was surprised to see that happening. I hope we can all come together. Either, this year or next with the appointment of an appropriate replacement. Thoughts and prayers to his family and colleagues. Congratulations to our appointees. We have the Charter Review Commission, which, the importance of that cannot be stated. They are looking at our City's Charter and making suggestions to amend or improve our City's Charter. Their recommendations, if any, will be subject of voter approval, hopefully in the November election. City Council is also charged with providing any thoughts or changes to the Charter that they might be willing to provide and I do have a few thoughts of my own and I will be providing that information to the public and Council Members in due time. Congratulations to them as well as to the Comprehensive Master Plan, which is now at more than a 10 year mark. I took the liberty of copying the Master Plan from the last time, if anybody wants to take a look at it. It is a 178 page document. That could be a good thing, or it could be a bad thing. If you think it is a bad thing, tell us, let us know. Let a member of the Master Development Plan Committee know or let a Council Member know as well. If it is a good thing, let us know that too. We would love to hear from you. We would also love to hear from you regarding the City's website. Earlier tonight, we had a Study Session discussing the website issues. Whether or not we can make it better for the residents and prospective people wanting to come to Tipp City. First thing they look at of course is the website. I would call on citizens, business owners, anyone interested who has used the website. Especially those who have used it prior to the changes in 2014. Anybody who liked the old one better, let us know, if you like the new one better, let us know. Any issues, or concerns, or questions you might have regarding the City's website, we are looking at that as well. We'd love to hear from you. We also heard tonight from our Finance Director, Mr. Green on the final conclusion of the 2015 financial picture for the City of Tipp City, and we are told that we are in good financial standing. We did better than even anticipated, we amended our budget and we exceeded those expectations as well. I want to thank the Finance people, Mr. Green and all of the City Staff who worked so hard to watch your money. Cut corners where they need to, invest where they need to, and so forth. Congratulations on that and continued success and thank you for all of your work on that. Finally, we do have a Goal Setting Session this week on Friday. I want to remind Council Members that we are meeting in a special Goal Setting/ Strategic Planning meeting. It is going to be an all-day affair and we hope all of your questionnaires have turned back in. If not, you still have time to do so, so please do that. I look forward to hearing the new perspectives from our new Council Members as well as from those who have been there for awhile. We can certainly come together and see about having a plan to go forward the next two years legislatively and otherwise for the City. I am looking forward to

**City Manager
Comments**

meeting with all of you on that. Thank you for all of your work on this". President Gibson reminded everyone these proceedings have been recorded and will be rebroadcast over the next two weeks on the cable access station, locally, that is KIT TV on Time Warner Cable channel 5. You can also log onto kittv.org and download City Council meetings, School Board meetings and Township Trustee meetings and other matters of local interest on your computer any time by logging onto kittv.org. Thank you for joining us.

Mr. Eggleston stated the 2016 Asphalt Program is out to bid with a scheduled bid opening of Monday, February 29th. The 2016 Sidewalk Program is also out to bid with a bid opening on Wednesday, February 24th.

The model home has been started in the Cedar Grove subdivision.

The City is also looking for an Arborist, if you know anyone, that has interest or experience, the deadline to apply is February 26th. As requested by the Collective Bargaining Agreement, the position was posted internally, and there were no applicants.

Mr. Eggleston also asked of Council a suggested rain date for the fireworks.

President Gibson asked in follow-up to the Sidewalk Program, "Is there a specific list of sidewalks that are being targeted or is it complaint driven? If a citizen has a problem with it, and the sidewalk needs to be looked at, is that something they can come forward with, or are there a set number of streets we do regardless?" Mr. Eggleston replied, staff has already inspected a certain section of town and "that is what they focused in on". If somebody has an area of concern, they would like to bring forth, let us know.

President Gibson informed it was necessary for Council to enter into Executive Session for the purpose of purchase of property and economic development to include all members of City Council, Assistant City Manager Brad Vath, City Manager Tim Eggleston and Law Director David Caldwell.

Ms. Arblaster moved to enter Executive Session. Ms. Berbach seconded. Council entered Executive Session at 8:06 pm.

Adjournment

Mr. Kessler moved to return from Executive Session. Ms. Arblaster seconded. Motion carried. Council returned from Executive Session at 8:43 pm.

Mr. Kessler moved to adjourn. Ms. Arblaster seconded. Motion carried.

Meeting adjourned at 8:44 pm.

Joseph Gibson, President of Council

Attest: _____
Janice Bates, Clerk of Council



