



City of Ashtabula
Ashtabula City Council Regular Meeting
Monday, October 4, 2021 at 7:00 PM
Council Chambers
4717 Main Avenue

Minutes

Opening of Regular Meeting

Call to Order

The meeting of the Ashtabula City Council was called to order at 7:00 p.m. by Council President Roskovics.

Prayer

Ward 4 Councilor Harris offered the opening prayer.

Pledge of Allegiance

Roll Call

Members Present: Ward 5 Councilor Jane Haines, Ward 2 Councilor Calvin Crawford, Ward 4 Councilor Octavia Harris, President John Roskovics, Ward 1 Councilor Kym Foglio, Vice President Michael Speelman **Absent:** Ward 3 Councilor Laydean Young **Officers Present:** City Manager Jim Timonere, City Solicitor Cecilia Cooper, Finance Director Traci Welch, Clerk of Council Stacy Senskey

Motion: Ward 1 Councilor Foglio moved to Approve, Ward 4 Councilor Harris seconded.

VOTE To excuse the absence of Ward 3 Councilor Young.

Yeas: President Roskovics, Vice President Speelman, Ward 1 Councilor Foglio, Ward 2 Councilor Crawford, Ward 4 Councilor Harris, Ward 5 Councilor Haines

Nays: None

Absent: Ward 3 Councilor Young

Sunshine Law Certification

Presentations/Announcements

Council President Roskovics announced City Councilmembers are advancing meeting technology by using Chromebooks.

Approval of Minutes

September 20, 2021 Regular Meeting Minutes

Motion: Ward 1 Councilor Foglio moved to waive the reading of the minutes; Ward 4 Councilor Harris seconded.

VOTE To waive the reading of the minutes in their entirety.

Yeas: President Roskovics, Vice President Speelman, Ward 1 Councilor Foglio, Ward 2 Councilor Crawford, Ward 4 Councilor Harris, Ward 5 Councilor Haines

Nays: None

Absent: Ward 3 Councilor Young

Administrative Reports

City Manager

City Manager Timonere formally requested an ordinance to enter into an agreement with Kirktronics with a mailing address of 102 Jones St., Landrum, South Carolina, 29356, for the purchase of 19 Panasonic Toughbook CF-31 MK5 Laptops in the amount not to exceed \$17,423.00. Funding for this expense will be taken from General Fund 101.

Motion: Ward 1 Councilor Foglio moved to approve this request; Ward 2 Councilor Crawford seconded.

Discussion: The computers will be installed using the vehicles' existing mounts.

Yeas: President Roskovics, Vice President Speelman, Ward 1 Councilor Foglio, Ward 2 Councilor Crawford, Ward 4 Councilor Harris, Ward 5 Councilor Haines

Nays: None

Absent: Ward 3 Councilor Young

City Manager Timonere formally requested an ordinance to apply and execute all documents for the Ohio Public Works Commission, Round 36 Funding application: the project selected for this funding will be the Ohio Avenue Extension Sanitary Sewer Project. The estimated project cost will be \$264,200 of which the city will contribute \$132,100; 50% of the project cost.

Motion: Ward 1 Councilor Foglio moved to approve this request; Ward 4 Councilor Harris seconded.

Discussion: The project will be funded through an \$82,100.00 grant, an OPWC 0% interest loan of \$50,000.00, and the City's contribution of \$132,000.00.

Yeas: President Roskovics, Vice President Speelman, Ward 1 Councilor Foglio, Ward 2 Councilor Crawford, Ward 4 Councilor Harris, Ward 5 Councilor Haines

Nays: None

Absent: Ward 3 Councilor Young

City Manager Timonere formally requested an ordinance to authorize the sixth amendment to the Ashtabula Township – Joint Economic Development District (JEDD).

Motion: Ward 1 Councilor Foglio moved to approve this request; Ward 2 Councilor Crawford seconded.

Discussion: The amendment is for a new car wash business.

Yeas: President Roskovics, Vice President Speelman, Ward 1 Councilor Foglio, Ward 2 Councilor Crawford, Ward 4 Councilor Harris, Ward 5 Councilor Haines

Nays: None

Absent: Ward 3 Councilor Young

Curbside leaf bag pickup is ongoing. Residents are encouraged to set out bags on Monday and they will be picked up by Friday. This week, the sanitation crew is picking up leaf bags in the wards.

The City's Trick or Treat this year is Saturday, October 30, from 5:00 to 7:00 p.m.

City Solicitor

Finance Director

Finance Director Welch formally requested an ordinance to make supplemental increases and/or decreases to appropriations in the General, Police Levy, and Fire Escrow Funds for current expenses and other expenditures of the City of Ashtabula, State of Ohio, for the period January 1 through December 31, 2021.

Motion: Ward 1 Councilor Foglio moved to approve this request; Ward 2 Councilor Crawford seconded.

Yeas: President Roskovics, Vice President Speelman, Ward 1 Councilor Foglio, Ward 2 Councilor Crawford, Ward 4 Councilor Harris, Ward 5 Councilor Haines

Nays: None

Absent: Ward 3 Councilor Young

Finance Director Welch formally requested an ordinance authorizing the City Manager to enter into an agreement with the Office of the Auditor of the State of Ohio to assist the City of Ashtabula in reconciling the city's cash journal for two custodial funds, Saybrook Township Joint Economic Development District Fund and the Ashtabula Township Joint Economic Development District Fund, with the bank for the period January 2014 through June 30, 2021.

Motion: Ward 1 Councilor Foglio moved to approve this request; President Roskovics seconded.

Discussion: It was recommended to create separate funds so JEDD funds aren't commingled with the General fund. JEDD funds are considered custodial funds.

Yeas: President Roskovics, Vice President Speelman, Ward 1 Councilor Foglio, Ward 2 Councilor Crawford, Ward 4 Councilor Harris, Ward 5 Councilor Haines

Nays: None

Absent: Ward 3 Councilor Young

Clerk of Council

Clerk of Council Senskey announced the Ashtabula County YMCA, located at 263 West Prospect, is the new voting location for Ashtabula City Precinct's 3A and 4A. Formerly, precincts 3A and 4A voted at the Ashtabula County District Library on Park Avenue. The Board of Elections mailed postcards to those registered voters notifying them of the change. The change significantly reduces the number of people congregating at the library.

Community Cats Coalition of Ashtabula (CCCAC) was recently given "The Hero Award" by the Willowick Pet Food Pantry "for the 510 cats that they spayed and neutered in 2020 and for their continued hard work and devotion to providing trap, neuter, return services to community cats in the area." Willowick Pet Food Pantry also contributed \$100.00 on behalf of CCCAC to TNR of Warren, another volunteer organization dedicated to community cats. CCCAC is always looking for volunteers and donations are welcome. Anyone interested can search for the Community Cats Coalition of Ashtabula County community Facebook page or email cccashtabula@gmail.com. Council President Roskovics added that the CCCAC group helped over 900 area cats since their initial presentation to Ashtabula City Council.

The agenda software the Council members began using will soon be available to the public on the City's website. Instructions will be sent out to the Clerk of Council's "Council Matters" email distribution list.

City Council Committee Reports

Community Development/Economic Development/Parks & Recreation

The next meeting is scheduled for Tuesday, October 12, 2021, at 4:00 p.m.

Finance & Personnel

The next meeting is scheduled for Friday, October 15, 2021, at 8:30 a.m.

Public Works

Ward 2 Councilor Crawford reported on the committee's September meeting; the minutes are attached. The next meeting is scheduled for October 25, 2021, at 5:00 p.m.

Safety Forces

The next meeting is scheduled for October 25, 2021, at 8:45 a.m.

Legislation

Additional Formal Requests

Certify as to Form and Correction – City Council Rule 18

Overview of Ordinances

Public Communications on Legislation

Discussion

Request Consent Agenda Format for Legislation

Council President Roskovics asked for a motion to dispose of the Regular Business Legislation by Consent Agenda.

Motion: Ward 1 Councilor Foglio moved to approve the disposal of the legislation by consent agenda; Ward 5 Councilor Haines seconded.

Discussion: None.

VOTE

Yeas: President Roskovics, Vice President Speelman, Ward 1 Councilor Foglio, Ward 2 Councilor Crawford, Ward 4 Councilor Harris, Ward 5 Councilor Haines

Nays: None

Absent: Ward 3 Councilor Young

Reading

ORDINANCE NO. 2021-95 AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO A SIXTH AMENDMENT TO THE JOINT ECONOMIC DEVELOPMENT DISTRICT CONTRACT WITH ASHTABULA TOWNSHIP, OHIO (City Manager)

ORDINANCE 2021-96 AN ORDINANCE AUTHORIZING THE CITY MANAGER TO PURCHASE NINETEEN (19) PANASONIC TOUGHBOOK CF-31 MK5 LAPTOPS WITH A THREE-YEAR WARRANTY FOR THE POLICE DEPARTMENT VEHICLES FROM KIRKTRONICS, IN AN AMOUNT NOT TO EXCEED \$17,423.00 (City Manager)

ORDINANCE NO. 2021-97 AN ORDINANCE AUTHORIZING THE CITY MANAGER TO PREPARE AND SUBMIT AN APPLICATION FOR FINANCIAL ASSISTANCE WITH THE OHIO PUBLIC WORKS COMMISSION (OPWC) AND TO EXECUTE AGREEMENTS AS REQUIRED FOR THE OHIO AVENUE EXT. SANITARY SEWER PROJECT (City Manager)

ORDINANCE NO. 2021-98 AN ORDINANCE TO MAKE SUPPLEMENTAL INCREASES AND/OR DECREASES TO APPROPRIATIONS IN THE GENERAL, POLICE LEVY, AND FIRE ESCROW FUNDS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF ASHTABULA, STATE OF OHIO, FOR THE PERIOD JANUARY 1 THROUGH DECEMBER 31, 2021 (Finance Director)

ORDINANCE NO. 2021-99 AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE OFFICE OF THE AUDITOR OF THE STATE OF OHIO TO ASSIST THE CITY OF ASHTABULA IN RECONCILING THE CITY'S CASH JOURNAL FOR TWO CUSTODIAL FUNDS, SAYBROOK TOWNSHIP JOINT ECONOMIC DEVELOPMENT DISTRICT FUND AND THE ASHTABULA TOWNSHIP JOINT ECONOMIC DEVELOPMENT DISTRICT FUND, WITH THE BANK FOR THE PERIOD JANUARY 2014 THROUGH JUNE 30, 2021 (Finance Director)

Motion: Ward 1 Councilor Foglio moved to waive the reading of the legislation; Ward 5 Councilor Haines seconded.

VOTE Waive the reading of the legislation in its entirety

Yeas: President Roskovics, Vice President Speelman, Ward 1 Councilor Foglio.

Nays: None

Ward 2 Councilor Crawford, Ward 4
Councilor Harris, Ward 5 Councilor
Haines

Absent: Ward 3 Councilor Young

Motion: Ward 1 Councilor Foglio moved to waive the Charter Requirements of two readings of the legislation; Ward 5 Councilor Haines seconded.

VOTE Waive the Charter Requirements of two readings of the legislation

Yeas: President Roskovics, Vice President **Nays:** None

Speelman, Ward 1 Councilor Foglio,
Ward 2 Councilor Crawford, Ward 4
Councilor Harris, Ward 5 Councilor
Haines

Absent: Ward 3 Councilor Young

VOTE Adoption of Ordinance Nos. 2021-95, 2021-96, 2021-97, 2021-98, 2021-99

Yeas: President Roskovics, Vice President **Nays:** None

Speelman, Ward 1 Councilor Foglio,
Ward 2 Councilor Crawford, Ward 4
Councilor Harris, Ward 5 Councilor
Haines

Absent: Ward 3 Councilor Young

Unfinished Business

New Business

Tell Us Something We Don't Know

Council President Roskovics stepped inside Harbor Gardens, a newly renovated storefront on Bridge Street. The business will be centered on a farm-to-table and fresh foods type of market. The owner, Gallo, is scheduling a variety of cooking classes. Visit the Harbor Gardens website <https://harborgardens.org> for more information.

Public Communications on General Matters

Executive Session (if needed)

Adjournment

The meeting was adjourned at 7:30 p.m. by Council President Roskovics. Ashtabula City Council will meet again on Monday, October 18, 2021, in Council Chambers. The Pre-Council Meeting will begin at 6:30 p.m. followed by the Regular Council Meeting at 7:00 p.m.

Clerk of Council, Stacy H. Senskey

Stacy H. Senskey

President of Council, John S. Roskovics

Attested By:

John S. Roskovics

Date

Approved:

October 18, 2021

ASHTABULA CITY COUNCIL COMMITTEE REPORT

NAME OF COMMITTEE:

Public Works/Public Utilities/Cable/Schools (PW)

DATE: Monday, September 27, 2021

MEETING TIME & PLACE: 5:00 p.m. – Council Chambers

MEMBERS PRESENT: Chair/ Ward 2 Councilor Calvin Crawford
Vice Chair/ Ward 3 Councilor Laydean Young

COUNCIL/ADMINISTRATION/STAFF:

City Manager James Timonere, Clerk of Council Stacy Senskey

REPORT OF BUSINESS CONDUCTED

City Manager

The City Manager said the Lake Avenue paving project began by updating crosswalks areas and installing Americans with Disabilities Act (ADA) accessible ramps and curbing. Underground curb drains were installed where there was a history of drainage issues. Catch basins and man-hole covers have also been updated. Aqua's waterline project is near completion, allowing the construction company to begin grinding asphalt and finally, laying down the new asphalt. The Lake Road outfall project should commence later this week and completed by the end of October.

Water Pollution Control

Pressure relief valves for the digesters arrived and will be installed this week. Annual preventative maintenance has been completed on the primary tanks one through four. The sodium aluminate tank needs the bottom rebuilt. The building was built around the tanks so in order to install new tanks, a hole needs to be cut in the wall. Fabrication of the bar rake is ongoing. A bid packet for the installation of the bar rake will be publicized soon, meanwhile the permit-to-install paperwork is being prepared for the Environment Protection Agency. There was a pump failure in the equalization (EQ) basin and a pump at Bridge & Morton Streets was damaged, but back-up pumps were available and installed to keep the systems running. A new magnetic flow meter was installed in the sludge feed line. Bearings and seals were replaced on the centrifuge. The WPC Staff assisted with the project to evaluate flow monitoring by helping to install equipment for flow metering in the collection system and install equipment for the rain gauges. The annual flow meter calibration is October 18th.

Public Works

Road paint arrived and staff will get as much done as they can. They are servicing the trucks and plows in preparation for winter. Utility cuts made by the City or Aqua are being monitored and should be completed before winter. The staff is also finishing up on catch basin repairs. Leaf bag pickup has begun. This week is the Harbor Area and next week is the rest of the Wards. Leaf bags should be placed out on Monday and staff will retrieve them by the end of the week until November. The schedule can be found here <https://www.cityofashtabula.com/public-works>.

When someone moves out of a house and leaves trash behind it is normally a landlord/tenant issue. The City notifies the landlord asking for the trash to be removed within a specific time period. A certified letter is sent if the trash has not yet been removed, another time period is given, then the City will pick it up and charge the landlord. Situations such as this should be reported as soon as possible to the City Manager.

The three-way stop at Ohio Avenue and West 19th Street will stay in place, likely until the Lake Avenue paving project is completed. The Committee Chair asks the residents to be patient while the Lake Avenue project is being completed.

Next Meeting – The next meeting is Monday, October 25, 2021, at 5:00 p.m. in Council Chambers.

Adjourn – The Chair adjourned the meeting at 5:13 p.m.
Scribe: Stacy H. Senskey, Clerk of Council